



www.con-ed.ca

# Course Guide

## FALL / 2016



### What the students are saying:

AJAX, ON

#### **Child Care Assistant Certificate Program**

"My Child Care Assistant Program experience was very rewarding. I am proud to say this course helped me better my skills and made me hireable. The school staff are very supportive and accommodating. I would definitely recommend this course to anyone who is looking to enter into the child care field."

-- Sujatha

OSHAWA, ON

#### **Adult Upgrading Literacy and Basic Skills**

"I owe all my success to the LBS program! I would not be where I am today without their help and strong support. I have now graduated with honours from Durham College and am on my way to university because of the program! It was the best choice I made to enroll!"

-- Adam

AJAX, ON

#### **English as a Second Language (ESL) & Language Instruction for Newcomers to Canada (LINC) Program**

"Really love this program and met lots of great people. Everyone is very helpful. It is an amazing place to learn!"

-- Vilma

OSHAWA, ON

#### **Raising Healthy Children Program**

"This program not only taught my 18 month old daughter so much every day, but it taught me that every day is a learning experience for me too, and my daughter is my teacher!"

-- Rachel

“Meeting the needs and interests of all learners!”



**ARCHBISHOP ANTHONY MEAGHER**

Catholic Continuing Education Centre

## Registration *Information*

### Archbishop Anthony Meagher Catholic Continuing Education Centre

458 Fairall Street, Unit 7 Ajax, L1S 1R6 | 905.683.7713 | [www.con-ed.ca](http://www.con-ed.ca)

692 King Street East, Oshawa L1H 1G5 | 905.438.0570



- Online:** Visit [www.con-ed.ca](http://www.con-ed.ca) to register
- By Phone:** Call our registration centre during office hours\*:  
Ajax **905.683.7713** | Oshawa **905.438.0570**
- By Fax:** Print the registration form and fax it to our Ajax or Oshawa Campus  
(24 hours): Ajax **905.683.9436** | Oshawa **905.438.0571**
- In Person:** Drop by either of our conveniently located centres during office hours\*:  
**Ajax Campus** - 458 Fairall Street, Unit 7, Ajax L1S 1R6  
**Oshawa Campus** - 692 King Street East, Oshawa L1H 1G5
- By Email:** Visit [www.con-ed.ca](http://www.con-ed.ca) and submit your application to [cont.ed@dcdsb.ca](mailto:cont.ed@dcdsb.ca)

**\*Office Hours:** Monday to Friday 8:15 am to 3:45 pm

**Fees:** Fees, where applicable, are payable upon registration. Fees are subject to change without notice, please check with the Continuing Education office. HST is included for all advertised fees. Only receipt of payment before class fills guarantees your placement. **Payment must be received by the office at least one week prior to the commencement of general interest courses. For PSW and MOS, payment must be received two weeks prior to the commencement of the courses.**

**Refund & Cancellation:** Durham Catholic District School Board reserves the right to close a class. If a class is closed or fails to start because minimum enrollment is not met, a full refund will be given. **All courses requiring a registration fee are non-refundable once the first class has started.** We will be happy to issue a full refund if requested one week before the class begins, otherwise a \$25.00 administration fee will be charged.

**Application Deadline:** Registration deadline for programs is one week prior to course start date.

**Method of Payment:** Cash, Visa, MasterCard, Interac, Money Order or Certified Cheque. **No personal cheques. Certified Cheques / Money Orders Payable To: Durham Catholic District School Board.**



**STAY CONNECTED!**

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**ARCHBISHOP  
ANTHONY MEAGHER**

Catholic Continuing Education Centre

### ADULT DAY SCHOOL Semesters

#### Semester 1

September 7 - October 27, 2016

#### Semester 2

October 31 - December 19, 2016

#### Semester 3

January 11 - March 2, 2017

#### Semester 4

March 6 - May 4, 2017

#### Semester 5

May 8 - June 27, 2017

### ADULT DAY SCHOOL Orientation Sessions

\*Learn more about our day school and night school classes and training programs. At the orientation session you can meet, or book an appointment with a guidance counsellor to help you plan your future pathway!

**Thursday, August 25** (10:00 am – 12:00 pm)  
Oshawa Campus, 692 King Street East, Oshawa

**Wednesday, October 19** (10:00 am – 12:00 pm)  
Oshawa Campus, 692 King Street East, Oshawa

**Wednesday, October 19** (2:00 pm - 4:00 pm)  
Ajax Campus, 458 Fairall Street, Unit 7, Ajax



Director  
*Anne O'Brien*

## English as a Second Language (ESL) Language Instruction for Newcomers to Canada (LINC) Ajax Adult English Language Classes

**458 Fairall Street, Unit 5, Ajax**

(corner of Westney Road & Fairall Street across from the GO station)

All classes are open to Permanent Residents, Convention Refugees, Refugee Claimants and Canadian Citizens<sup>++</sup>. Childcare available for 18 months to 5 yrs for LINC qualifying permanent residents.



### Ajax Daytime Classes\*

September 12 to December 23, 2016 (unless otherwise stated)

Level	Day	Time
Level 1-5.....	Mon - Fri	9:00 am - 11:30 am
Level 4&5 Workplace English.....	Mon - Fri	9:00 am - 11:30 am
Level 6-8 Effective Communication Skills.....	Mon - Fri (Sept 12 - 30)	9:00 am - 11:30am
Level 6-8 English Writing for the Workplace.....	Mon - Fri (Oct 3 - 28)	9:00 am - 11:30 am
Level 6-8 Advanced Test Preparation.....	Mon - Fri (Oct 31 - Nov 25)	9:00 am - 11:30 am
Level 6-8 Reading with a Purpose.....	Mon - Fri (Nov 28 - Dec 23)	9:00 am - 11:30 am
Level 0 & 1 Literacy.....	Mon - Fri	12:00 pm - 2:30 pm
Level 2-8 .....	Mon - Fri	12:00 pm - 2:30 pm
Level 4 Reading and Writing .....	Mon - Fri (Oct 3 - Dec 8)	12:00 pm - 2:30 pm
Level 5 & 6 .....	Mon - Fri	12:00 pm - 2:30 pm
Level 7 & 8 .....	Mon - Fri	12:00 pm - 2:30 pm

### Ajax Evening Classes\*

October 3 - December 8, 2016 (unless otherwise stated)

Level	Day	Time
Level 1 / 2 / 3 / 4 / 5 / 6.....	Mon & Wed (Oct 3 - Dec 7)	6:30 pm - 9:00 pm
Level 6-8 (for IELTS/TOEFL).....	Tues & Thurs (Oct 4 - Dec 8)	6:30 pm - 9:00 pm
Citizenship Prep .....	Tues & Thurs (Oct 4 - Nov 3)	6:30 pm - 9:00 pm
Citizenship Prep .....	Mon & Wed (Nov 79 - Dec 7)	6:30 pm - 9:00 pm

\* All classes require sufficient enrollment to run.

\* English language assessment is required for all ESL & LINC classes listed on this page.

**AJAX REGISTRATION DATES 905.683.7713**

**Aug 30 (12pm - 2pm) | Sept 1 (9am - 11am) | Sept 6 (9am - 11am)**

**Continuous enrolment throughout the year!**

**Listening • Speaking • Reading • Writing**

**REGISTRATION CALL 289.481.1336 | APPOINTMENTS CALL 1.855.330.8655**

**English Language Assessment Mandatory**



## English as a Second Language (ESL) Language Instruction for Newcomers to Canada (LINC)

### Whitby Adult English Language Classes

**Giffard Centre, 1003 Giffard Street**

(North of Dundas Street, West of Cochrane Street)

Childcare available for 19 months to 5 yrs for LINC qualifying permanent residents.

**September 12 to December 23, 2016** (unless otherwise stated)

Level	Day	Time
Level 2 & 8.....	Mon - Fri (Morning).....	9:00 am - 11:30 am
Level 1 & 6.....	Mon - Fri (Afternoon).....	12:00 pm - 2:30 pm

### Oshawa Adult Language Classes

**Oshawa Campus - 692 King Street East**

No childcare available in Oshawa.

**September 12 to December 23, 2016** (unless otherwise stated)

Level	Day	Time
Everyday English Level 1 - 5.....	Mon - Fri (Morning).....	9:00 am - 11:30 am
Everyday English Level 1 - 5.....	Mon - Fri (Afternoon).....	12:00 pm - 2:30 pm

## Continuous enrollment throughout the year!

All Classes are open to Permanent Residents, Convention Refugees,  
Refugee Claimants and Canadian Citizens.\*\*

\* All classes require sufficient enrollment to run.

† English language assessment is required for all ESL & LINC classes listed on this page.

### Skills for Success

#### WHITBY

**REGISTRATION**

**905.666.1255**

Aug 31 11am - 1pm

Sept 7 9am - 11am

#### OSHAWA

**REGISTRATION**

**905.438.0570**

Aug 29/30 9am - 3pm

Sept 6/7 9am - 3pm

**ENGLISH  
LANGUAGE  
ASSESSMENT  
MANDATORY**

**APPOINTMENTS**

**1.855.330.8655**

## Adult Upgrading (Non-credit) Literacy and Basic Skills (LBS)

### Skills for Success

### REGISTRATION

Register Today for  
Adult Upgrading by  
calling Diana at:

**Oshawa Campus**  
692 King Street East  
905.438.0570 x57156

**Ajax Campus**  
458 Fairall Street, Unit 7  
905.683.7713 x40258

**EMPLOYMENT  
ONTARIO**

Ontario's employment & training network

Our **FREE** day classes in Oshawa and Ajax can  
**HELP** you **IMPROVE** or **REFRESH** your **SKILLS** in:

**Writing • Spelling • Reading • Math • Keyboarding**

### We Offer:

- Small friendly classes
- Continuous intake
- Work at your own pace stress free
- Part-time or full-time classes
- Individual programming
- Academic upgrading for high school, credit prep
- PSW Literacy, workforce & pre-apprenticeship prep
- Funded by the Ministry of Advanced Education and Skills Development



Programs are OPEN to everyone!

## REGISTRATION INFORMATION

- Registration is limited to students 18+ years of age and out of school for one year or more.
- Current transcript, photo identification and citizenship status are required to register. Register in person ONLY.
- \$100 refundable book deposit for each course + \$20 cash registration fee - one time fee per year payable with registration.
- Note: Information printed here is for planning purposes. Please visit our site [www.con-ed.ca](http://www.con-ed.ca) or call us for up-to date information on course offerings.

## ADULT DAY SCHOOL LOCATIONS

### Ajax Campus

458 Fairall Street, Unit 5  
905.683.7713

### Oshawa Campus

692 King Street East  
905.438.0570

## AJAX CAMPUS Day Courses for High School Credit

### Semester 1

8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am

11:00 am - 1:30 pm  
11:00 am - 1:30 pm  
11:00 am - 1:30 pm  
11:00 am - 1:30 pm  
11:00 am - 1:30 pm

2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm

### Semester 2

8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am  
8:30 am - 11:00 am

11:00 am - 1:30 pm  
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2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm  
2:00 pm - 4:30 pm

### September 7 - October 27, 2016

Gender Studies 11 ..... HSG3M  
Foundations for College Math 11 ..... MBF3C  
Biology 11 ..... SBI3C  
English 12 ..... ENG4C  
Business Leadership 12..... BOH4M

English 11 ..... ENG3C  
Foundations for College Math 12..... MAP4C  
Chemistry 12..... SCH4C  
Philosophy: The Big Questions 11 ..... HZB3M  
Marketing 11 ..... BMI3C

English 11/12 Workplace Preparation..... ENG3E/4E  
PLAR English..... PLE10.EN  
Ontario Literacy Course ..... OLC4O  
Mathematics for Everyday Life 11/12..... MEL3E/4E  
Health Care 11 ..... TPJ3C  
PLAR Science..... PLE10.SC  
Politics in Action 11 ..... CPC3O  
Forces of Nature: Physical Processes & Disasters..... CGF3M

### October 31 - December 19, 2016

International Business Fundamentals 12 ..... BBB4M  
Foundations for College Math 12..... MAP4C  
Chemistry 12..... SCH4C  
English 11 ..... ENG3C  
Drama: Film & Video 11 ..... ADV3O

English 12 ..... ENG4C  
Foundations for College Math 11 ..... MBF3C  
Biology 11 ..... SBI3C  
Legal Studies 12 ..... CLN4C  
Information & Communication Tech 11 ..... BTA3O  
Information & Communication Tech 12 ..... BTX4C

World Cultures 12 ..... HSC4M  
Physics 12..... SPH4C  
Financial Accounting 11 ..... BAF3M  
Personal Life Management 12..... HIP4O  
Health for Life 11..... PPZ3O  
English 11/12, Workplace Preparation..... ENG3E/4E  
PLAR English..... PLE10.EN  
Ontario Literacy Course ..... OLC4O

**NOTE:** Students who do not show up for the first day of class, and do not phone for their absence may lose their placement in the class if there is a waiting list for the course.

Courses will run subject to sufficient registrations.

## OSHAWA CAMPUS

### Day Courses for High School Credit

#### Semester 1

8:30 am - 11:00 am	English 11 for College .....	ENG3C
8:30 am - 11:00 am	English 11 for Workplace .....	ENG3E
8:30 am - 11:00 am	PLAR English.....	PLAR
8:30 am - 11:00 am	Working with Infants & Young Children ( <i>interview req'd</i> )	HPW3C
8:30 am - 11:00 am	Visual Arts 11 (C/U).....	AVI3M
8:30 am - 11:00 am	Visual Arts 12 (C/U) .....	AVI4M
8:30 am - 11:00 am	Raising Healthy Children Program.....	HPW3C
11:00 am - 1:30 pm	Understanding Canadian Law in Everyday Life .....	CLU3E
11:00 am - 1:30 pm	Understanding Canadian Law (C/U) .....	CLU3M
11:00 am - 1:30 pm	Math Foundations for College 12.....	MAP4C
11:00 am - 1:30 pm	Math for College Technology 12 ( <i>pre-requisite req'd</i> ).....	MCT4C
11:00 am - 1:30 pm	Math Foundations for College 11 .....	MBF3C
11:00 am - 1:30 pm	Math for Work and Everyday Life 12.....	MEL4E
11:00 am - 1:30 pm	Math for Work and Everyday Life 11 .....	MEL3E
11:00 am - 1:30 pm	PLAR Math.....	PLAR
2:00 pm - 4:30 pm	Physical and Health Education - Group Activities .....	PAL3O
2:00 pm - 4:30 pm	Environmental Science for Workplace Prep .....	SVN3E
2:00 pm - 4:30 pm	Physics for College Prep.....	SPH4C
2:00 pm - 4:30 pm	English 12 for College.....	ENG4C
2:00 pm - 4:30 pm	Ontario Literacy (OSSLT).....	OLC40E

#### Semester 2

8:30 am - 11:00 am	World History Since the 15th Century - College .....	CHY4C
8:30 am - 11:00 am	World History Since the 15th Century - University .....	CHY4U
8:30 am - 11:00 am	Health Care 11 for College.....	TPJ3C
8:30 am - 11:00 am	Math - Foundations for College 12.....	MAP4C
8:30 am - 11:00 am	Math for College Technology 12 ( <i>pre-requisite req'd</i> ).....	MCT4C
8:30 am - 11:00 am	Business Info & Communication Tech 11 - Open.....	BTA3O
8:30 am - 11:00 am	Business Info & Communication Tech 11 - College ....	BTX4C
11:00 am - 1:30 pm	Media Studies 11 - Open .....	EMS3O
11:00 am - 1:30 pm	Dramatic Arts 11 - Film & Video (C/U).....	ADV3M
11:00 am - 1:30 pm	Biology 11 - College .....	SBI3C
11:00 am - 1:30 pm	Intro to Psychology 11 ( <i>Dual Credit - Durham College</i> ) .....	HSP3C
2:00 pm - 4:30 pm	Travel and Tourism 11 - Open.....	GCC3O
2:00 pm - 4:30 pm	Living in a Sustainable World 12 - Workplace Prep ....	GCR4E
2:00 pm - 4:30 pm	Chemistry 12 - College .....	SCH4C
2:00 pm - 4:30 pm	English 12 - College.....	ENG4C
2:00 pm - 4:30 pm	Ontario Literacy (OSSLT).....	OLC40E

**NOTE:** Students who do not show up for the first day of class, and do not phone for their absence may lose their placement in the class if there is a waiting list for the course.

Courses will run subject to sufficient registrations.

### Prior Learning Assessment and Recognition (PLAR) for Mature Students

Mature students who started secondary school in Ontario after September, 1999 or mature students who are new to the Ontario system after February 1, 2004 may apply to have their prior learning assessed under the Ministry of Education's PLAR for Mature Students policy. Students who started their secondary programs prior to September 1999 in Ontario and return as mature students after February 2004 may also choose to have their prior learning assessed under PLAR for Mature Students.

For more information and details about how to apply, please call: 905.438.0570 Oshawa or 905.683.7713 Ajax for details.

### Ontario Secondary School Literacy Test (OSSLT)

The Ontario Secondary School Literacy Test can be arranged for mature students who would like to meet the Ontario Secondary School Diploma requirements. Students who are registered with DCDSB, Archbishop Anthony Meagher Catholic Continuing Education Centre.

Please call 905.438.0570 Oshawa or 905.683.7713 Ajax for details.

### Customer Service Training

Semester 2 - See Page 14

### Pre-Health & Science

Semester 2 - See Page 16

## Night School Co-operative Education

A two-credit co-operative education program will be offered at night school to allow students to earn credits through placements in the community that are scheduled during evening hours. This is available to students who:

- Are currently enrolled in day school and are 16 years of age or older
- Are returning students who wish to complete their O.S.S.D.
- Require a 2 credit co-op to fulfill the requirements of a S.H.S.M. Program

Please complete the Night School Co-operative Education Application Package, which can be obtained from your home school's Guidance Department.

The completed package must be attached to the night school registration form.

## NIGHT SCHOOL for High School Credit Notre Dame CSS - 1375 Harwood Ave., Ajax, Ontario

**September 19 to December 14, 2016**

Mon & Wed - 6:00 pm to 9:30 pm

Note: *There will be no classes on Monday, October 10, 2016*

### Course Code Course Name

#### Grade 11

BTA3O1	Information and Communication Technology - Open
ENG3U1	English - University
HRT3M1	World Religions - University/College
MBF3C1	Foundations for College Mathematics - College
IDP3O1	Interdisciplinary Course for Athletes - Open (at Msgr. Paul Dwyer, Oshawa)

#### Grade 12

ENG4C1	English - College
ENG4U1	English - University
HRE4O1	Religion - Open
MAP4C1	Foundations for College Mathematics - College
MDM4U1	Mathematics & Data Management - University
MCV4U1	Calculus and Vectors - University
MHF4U1	Advanced Functions - University
SBI4U1	Biology - University
SCH4U1	Chemistry - University
HHS4M1	Individual & Family in a Diverse Society - University/College

**\$100 Refundable book deposit for all courses.**

### Registration

Students currently attending high school **MUST** see their Guidance Counsellor to register. Students not currently attending high school **MUST** register in person with photo ID and Birth Certificate or proof of Canadian Citizenship/Permanent Residency and a copy of an up-to-date transcript/status sheet.

**If you require more information Contact Us at:**

**Oshawa Campus  
692 King Street East, Oshawa  
Telephone: 905.438.0570**

## Interdisciplinary Course for Athletes

This course is designed for elite student athletes who are participating in an athletic endeavor and wish to obtain an NCAA scholarship; they will earn an Interdisciplinary credit IDP3O1 or IDP4O1 preparing them for the Scholastic Aptitude Test (SAT) or American College Test (ACT).

- ▶ Please call the Oshawa Campus for course dates and details.





# Correspondence Courses

**Skills for Success**

## REGISTRATION Register Today!

**OSHAWA Campus**  
692 King Street East  
Tel : 905.438.0570 ext 8446  
Fax: 905.438.0571  
Tues & Thurs  
12:30pm - 5:00pm

**AJAX Campus**  
458 Fairall Street, Unit 7  
Tel : 905.683.7713  
Fax: 905.683.9436  
Tues, Wed & Thurs  
1:00 pm - 5:00 pm

▶ **NEW students must register prior to 4:00pm**



## LEARN AT HOME!

- Educational Counselling Available
- Maturity Credit Assessment
- High School Credits Toward Diploma
- Prior Learning Assessment & Recognition (PLAR)

**FEE:**

- \$100 Cash, Visa, Mastercard or Interac (includes Counselling & Assessment fee.) (Non-refundable one time cost, no charge for additional courses.)
- Refundable book deposit may be required depending on course selected.

**REGISTRATION:** Students interested in registering for correspondence courses **MUST bring photo ID, proof of Canadian Citizenship or Permanent Resident Card (PR Card) and an updated school transcript or status sheet.** Full time high school students are NOT eligible for correspondence courses unless they provide a letter of permission from their home school Principal.

## INTERNATIONAL LANGUAGES for Secondary Students (High School Credit)

**Mother Teresa Catholic School, 15 Fishlock Street, Ajax**

**September 10, 2016 to June 3, 2017**

Saturdays from 9:00 am - 12:00 noon

Credit courses are being offered for secondary school students and adults. Students currently attending high school **MUST** see their Guidance Counsellor to register.

Course	Grade	Code
Arabic .....	Grade 9 & 10 .....	LYABD1
Arabic .....	Grade 11 .....	LYACU1
Arabic .....	Grade 12 .....	LYADU1
Italian .....	Grade 9 & 10 .....	LWIBD1
Mandarin.....	Grade 9 & 10 .....	LKMBD1
Mandarin.....	Grade 11 .....	LKMCU1
Spanish.....	Grade 9 & 10 .....	LWSBD1
Spanish.....	Grade 11 .....	LWSCU



Programs are OPEN to everyone!

## Father Donald MacLellan Catholic Secondary School Programs

The Durham Catholic District School Board is proud to provide a continuum of programs and services to students in the Durham Region. Course and support services available through Father Donald MacLellan Catholic Secondary School have been designed to meet the needs of those students who, for whatever reason, experience challenges achieving success in a traditional school setting. Each of the programs described below can lead to an Ontario Secondary School Diploma. Through the provision of alternate settings, smaller class sizes, opportunities for independent study, co-op placements, dual credits, as well as options for both part and full time programs, the staff at Father Don MacLellan Catholic Secondary School are able to tailor programs to meet individual learning needs. When combined with academic and non-academic support, these programs have helped many students in Durham to achieve success and graduate! For more information, feel free to contact one of our friendly staff members to discuss your options.

### ► RECONNECT PROGRAM

#### Whitby Campus

**1500 Hopkins Street, Whitby 905.666.1146, Ext 0**

This program is for students 16 to 17 years of age who may be credit deficient and/or have or had attendance issues and/or may be experiencing difficulty completing their OSSD requirements in a traditional secondary school setting.

#### Program Description

- Small, supportive class setting
- Full and part-time programming includes teacher-led classes, credit recovery, experiential learning, independent learning and Supervised Alternative Learning (SAL)
- Restorative practice philosophy
- Support from Child and Youth Counsellor and Social Worker to network with community agencies
- Guidance support for post-secondary pathway

### ► RE-ENGAGEMENT PROGRAM

#### Ajax Campus

**458 Fairall Street, Ajax, 905.683.7713 (Ext. 57108)**

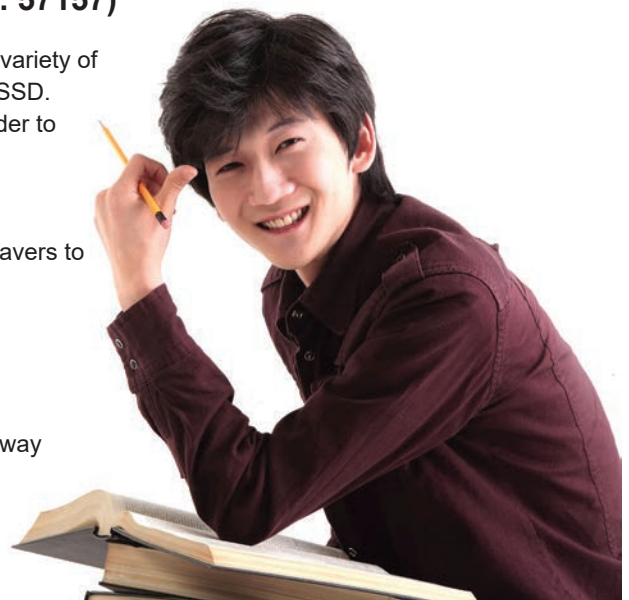
#### Oshawa Campus

**692 King Street East, Oshawa 905.438.0570 (Ext. 57157)**

This program is for students 18 to 21 years old who may have, for a variety of reasons, left a traditional school setting before they obtained their OSSD. Students in this program are seeking an adult education model in order to obtain the OSSD.

#### Program Description

- Small, supportive classroom setting designed to re-engage early leavers to assist students in OSSD completion
- Individualized program
- Co-operative Education
- Partial and full day program
- Child and Youth Counsellor and Social Worker support
- Guidance support for students transitioning to post-secondary pathway



# Raising Healthy Children Program



High School Credit

**Oshawa Campus (Period 1) 8:30am - 11:00am**  
**692 King Street East, Oshawa**

Semester	Day	Time
Semester 1 (Sept 7 - Oct 27)	Mon - Fri (Morning)	8:30 am - 11:00 am
Semester 4 (Mar 6 - May 4)	Mon - Fri (Morning)	8:30 am - 11:00 am
Semester 5 (May 8 - June 27)	Mon - Fri (Morning)	8:30 am - 11:00 am

- ▶ Bring your pre-school aged child to class and have the opportunity to participate in an Early Years Program, in partnership with the YMCA and YWCA.
- ▶ Earn a high school credit in HPW3C (Working with Infants and Young Children) or another parenting credit.
- ▶ Flexible options for on-line or Learn-at Home assignments built into the class.

**Child-minding is available during Period 2 so that parents are able to take a second high school credit in the school.**



## Program Goals

- ✓ Help your child learn to talk, play, and read
- ✓ Understand child development and milestones to ensure your child is on track
- ✓ Identify new parenting skills
- ✓ Establish links to Early Years programs
- ✓ Learn about outreach activities in the community
- ✓ Gain access to resources to support your child's growth and development

**COST: FREE**

Programs are OPEN to everyone!

## Preparation for Employment & Post-Secondary Programs



The following programs include bundles of credits with certifications. There is a strong emphasis on employment training and skills for post-secondary education. The dual credit program helps students with college transition.

### Please Note:

*If a student has already received a credit offered in the bundled program, he/she is not required to take that credit again. Material cost is based on the certifications provided.*

**Earn Credits & Certifications**

**Build Resume & Portfolio**



## Dual Credits with Durham College

Contact Ajax Campus 905.683.7713 or Oshawa Campus 905.438.0570

Dual credit programs are Ministry of Education approved programs that allows students who are under the age of 21, and earning secondary credits, to earn college or apprenticeship courses. Students, if successful, earn both a college credit which is recorded on the college record, and a high school credit which is recorded on the Ontario Student Transcript.

### College-Delivered

In a college-delivered dual credit course, students take a college course. This course is delivered solely by a college instructor and supported by a secondary school teacher.

### Dual Credits are Offered:

**Skills for Success in College** (Ajax Campus - Semester 5 | Oct 31 - Dec 19)  
**Introduction to Psychology** (Oshawa Campus - Semester 2 | May 8 - June 27)

### Benefits to Students of Dual Credit Programs

- experience a college course and earn a college credit while still earning high school credits
- increased awareness of the various college and apprenticeship programs available
- visit the college in order to tour the campus and learn about opportunities in college
- experience a positive transition to college life
- students' costs for textbooks and bus transportation are covered by the program

# Child Care Assistant Certificate



Preparation for Employment & Post-Secondary Programs

## Ajax Campus

458 Fairall Street, Unit 7, Ajax

Campus	Date	Time	Job Placement (Co-op)
Ajax (Sept 12 - Nov 11)	Mon - Fri	8:25 am - 3:15 pm	Nov 14 - Feb 3

## Oshawa Campus

692 King Street East, Oshawa

Campus	Day	Time	Job Placement (Co-op)
Oshawa (Feb 6 - Apr 14)	Mon - Fri	8:25 am - 3:15 pm	Apr 18 - June 20

*The Child Care Assistant Certificate Program is an 18 week program that provides students with an opportunity to learn about theories and stages of child development, child care legislation, child care programming, earn 6 credits toward O.S.S.D. and gain on-the-job experience!*

## Program Benefits

- ✓ 9 weeks of focused classroom learning for workplace preparation or college success
- ✓ 9 weeks of on-the-job experience in a cooperative education placement
- ✓ Placements are at licensed Child Care Centers
- ✓ Build your resume with certifications in CPR/First Aid, WHMIS, Safe Food Handling
- ✓ Network with Early Childhood Educators and Community Agencies
- ✓ Learn about child development, the Daycare Nursery Act, and what is necessary to set up a licensed childcare center in Ontario
- ✓ Earn a Child Care Assistant Certificate

## The Child Care Assistant Certificate Program has two components:

**Part 1** In-school (9 weeks) 8:25 am – 3:15 pm

**Part 2** Job Placement (9 weeks) Co-op in a licensed child care facility

*Successful applicants must pass a literacy test, complete an application, have updated immunization, Step 2 T.B. Skin Test and Clear Criminal Reference Check*

### To register you MUST:

- ✓ Be 19 years of age or older
- ✓ Pass literacy test
- ✓ Pass an interview

### Successful applicants must show:

- ✓ Clean criminal record check (vulnerable sector)
- ✓ Updated immunization, Hepatitis B, Flu Shot, T.B.

For more information about this program please call: 905-438-0570 (Ext. 57154)

**MATERIAL COST \$395**

Programs are OPEN to everyone!

# Customer Service Training



## Oshawa Campus - Semester 2 692 King Street East

October 31 to December 19, 2016

Programs for Credit

- ✓ Earn 3 High School Credits in Business, English and Psychology
- ✓ Earn a Durham College Dual Credit "Introduction to Psychology"  
(18 – 21 years for college credit only)
- ✓ Preparation for retail, hospital, service industry

### Certifications Include:

- Service Excellence
- Safe Food Handling
- Smart Serve
- WHMIS

**MATERIAL COST \$195**



# Recreation & Fitness



Programs for Credit

## Oshawa Campus - Semester 5 692 King Street East

May 8 - June 27

- ✓ Earn 3 High School Credits in English, Health for Life  
(Physical Education), Human Development
- ✓ Activities at the Oshawa Civic Auditorium
- ✓ Healthy living and nutrition

### Certifications Include:

- First Aid / CPR
- Infection Control

**MATERIAL COST \$195**



# Microsoft Office Specialist

Certificate Program

## Ajax Campus

458 Fairall Street, Unit 7, Ajax | 905.683.7713

March 6 - June 9 2017

Campus	Date	Time
Ajax.....	Mon - Fri.....	8:30 am - 1:30 pm



## Taught at a Microsoft IT Academy

- ✓ Earn Credits while working towards MOS Certification
- ✓ Tuition Fee - **FREE!**

- Word
- Excel
- Outlook
- Access
- PowerPoint



### Exam Certification (*Optional Cost*)

Students can inform the school office at registration if they intend to write the certification exam.

**Books & Materials: \$695**

Programs are OPEN to everyone!

# Pre-Health and Science



Program for Credits

**Oshawa Campus - Semester 2**  
**692 King Street East**

**October 31 - December 19, 2016**

- ✓ Preparation for College Health Sciences or Personal Support Worker (PSW) Program
- ✓ Earn 3 High School Credits in Health Care, Chemistry & Biology

**Certifications Include:**

- Infection Control
- Mobility
- Safe Food Handling
- WHMIS

**MATERIAL COST \$195**



# Personal Support Worker



Certification Program

## Accredited Program

- Tuition Free Certificate Program
- CPR, First Aid & Alzheimer Certificates
- High School (Grade 11/12) Credits
- PSW Certificate & Long Term Care Pin
- Feeding & WHMIS Certificates
- Marketable Skills & Work Experience

## Registration

Orientation is mandatory. You **MUST** attend one of the following orientation sessions & write the literacy exam. No appointment is necessary. Please bring photo ID - Health Card or Driver License & Birth Certificate, Permanent Resident Card or Canadian Citizenship Card. Successful candidates will need to complete an interview.

## Orientation

Campus	Date	Time
Ajax (Day Programs)	Sept 2, Oct 7, Nov 4, Dec 2, Jan 13, Feb 3 (Friday)	12:30 pm - 3:30 pm
Oshawa (Day Programs)	Sept 2, Oct 7, Nov 4, Dec 2, Jan 13, Feb 3 (Friday)	12:30 pm - 3:30 pm
Ajax (Evening Programs)	Sept 22, Oct 20, Nov 17, Dec 15, Jan 19, Feb 23 (Thursday)	6:00 pm - 9:00 pm
Oshawa (Evening Programs)	Sept 21, Oct 19, Nov 16, Dec 14, Jan 18, Feb 22 (Wednesday)	6:00 pm - 9:00 pm



# PSW Classes



Programs for Credit

## Oshawa Campus

692 King Street East, Oshawa

## Ajax Campus

458 Fairall Street, Unit 7, Ajax

### Ajax Classes:

- (a) Sept 7/16 to Mar 22/17 ..... PSW6A..... Mon - Fri.....8:30 am - 1:30 pm  
 (b) Jan 9/17 to Jun 29/17 ..... PSW6B ..... Mon - Fri.....8:30 am - 1:30 pm  
 (c) Sept 6/16 to Jun 27/17 ..... PSW6C ..... Tues & Thur.....6:00 pm - 10:00 pm + 6 Sat (9am - 4pm)

### Oshawa Classes:

- (a) Sept 7/16 to Mar 22/17 ..... PSW6D ..... Mon - Fri.....8:30 am - 1:30 pm  
 (b) Jan 9/17 to Jun 29/17 ..... PSW6E ..... Mon - Fri.....8:30 am - 1:30 pm  
 (c) Sept 7/16 to Jun 27/17 ..... PSW6F..... Mon - Wed.....6:00 pm - 10:00 pm + 7 Sat (9am - 4pm)

*Dates are for planning purposes only and are subject to change without notice. (Placement TBA)*

**Tuition: FREE**

**Material Fee:** \$850 (HST included) covers textbook, workbooks, workshops, First Aid/CPR, name badge and Ontario LongTerm Care Assoc. pin, certificates in food handling, feeding, Alzheimer's and GPA. Material fee due 2 weeks prior to the course start date.

**Deposit:** \$50 - Cash, Visa, Master Card, Certified Cheque, Money Order or Interac at time of registration (non-refundable) as part of the material fee.

**Admission:** Admission requirements: 19 years of age or older; medical clearance from your doctor; two Step TB test; Flu shot; clear Criminal Record/ Vulnerability Check; a Minimum score of 80% on the Literacy test; successful personal interview; proof of Canadian citizenship/permanent residency.

**Oshawa Campus** 905.438.0570 or

**Ajax Campus** 905.683.7713 for more information



**STAY CONNECTED!**  
FOLLOW US @DurhamPSWCon-ed



Programs are OPEN to everyone!

# Trade Skills & Safety Certifications



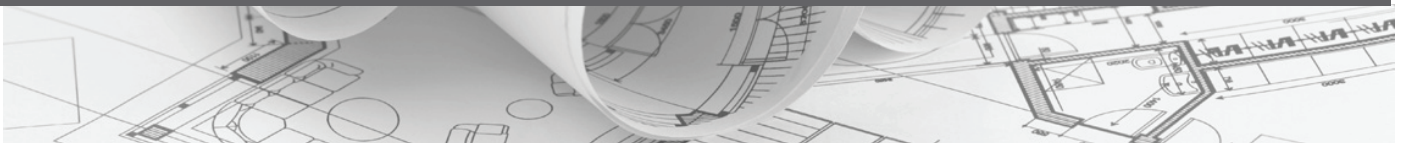
Program for Credits



**Oshawa Campus**  
692 King Street East

Semester	Day	Time
Semester 3 (Jan 11 - Mar 2)	Mon - Fri (Morning)	8:30 am - 11:00 am
Semester 4 (Mar 6 - May 4)	Mon - Fri (Morning)	8:30 am - 11:00 am

Earn 3 High School Credits in  
Physics, Math & Manufacturing Technology



## ACQUIRE 8 Safety Certifications

- ✓ Mobile Equipment
- ✓ Electrical Safety & Hazards
- ✓ Materials Handling
- ✓ Legal Requirements at Construction Sites
- ✓ Ministry of Labour
- ✓ WSIB
- ✓ Slips, Trips and Falls
- ✓ Excavations and Trenching

1. New Construction Safety Awareness
2. Working at Heights
3. Power and Hand Tool Safety
4. Confined Space Awareness Training
5. Lockout/Tag-out
6. Asbestos Awareness Type 1 & 2
7. Due Diligence
8. WHMIS

**Expert**  
Safety Solutions



Call 905.438.0570 (Ext. 57154)  
for more details

**MATERIAL COST \$995** for certifications

# Work-4-Credits



Program for Credits



**The Work-4-Credits (Cooperative Education) Program provides employed adults who are unable to attend day school, the opportunity to earn high school credits toward their Ontario Secondary School Diploma (OSSD) while at work receiving pay.**

- One credit can be earned for every 110 hours on the job
- Credits are earned based on meeting job expectations
- Candidates must be over 18 years of age, not enrolled in a high school, and currently employed
- Employees meet with the teacher of the Work-4-Credits program
- Pay a \$20 non-refundable registration fee
- Employees are required to complete a pre-placement package within 1 week of registration
- Once the pre-placement package is complete, the student, employer and teacher sign an Agreement Form to indicate that the employer supports the employee in the program. Once signed, hours of paid work can start to count toward credit(s).
- In the Work-4-Credits program, students must complete and submit some assignments.

**Please call: 905.438.0570 (Ext. 57154) for more information.**

## General Interest Courses (Non-Credit Classes)

Register on-line by visiting [www.con-ed.ca](http://www.con-ed.ca) or by phone by calling 905.683.7713

### Computers (run 4 nights for 10 hours total)

Course	Code	Location	City	Start Date	Time	# of Weeks	Day	Fee
MS Word - Level 1 .....	CWD6A.....	Ajax Campus.....	Ajax.....	Sept 26 ....	7:00 - 9:30 pm.....	4 .....	Mon....	\$99
MS Excel - Level 1 .....	CEX6A.....	Ajax Campus.....	Ajax.....	Sept 27 ....	7:00 - 9:30 pm.....	4 .....	Tues...	\$99
Quick Books - Intro .....	CQB6A .....	Ajax Campus.....	Ajax.....	Sept 28 ....	7:00 - 9:30 pm.....	4 .....	Wed ...	\$99
Computers for Beginners.....	CBE6A.....	Ajax Campus.....	Ajax.....	Sept 29 ....	7:00 - 9:30 pm.....	4 .....	Thurs ..	\$99

### Cooking

Course	Code	Location	City	Start Date	Time	# of Wks	Day	Fee
Mediterranean Cuisine* .....	GMC6A.....	Ajax Campus.....	Ajax.....	Sept 26 ....	7:00 - 9:00 pm.....	6 .....	Mon....	\$75
Chef on the Run.....	GCR6A.....	Ajax Campus.....	Ajax.....	Nov 14 ....	7:00 - 9:00 pm.....	6 .....	Mon....	\$75

\*Note: Mediterranean Cuisine Cooking ingredient fee is \$60.00 payable to instructor at the first class.

### Fitness & Sportss

Course	Code	Location	City	Start Date	Time	# of Wks	Day	Fee
Yoga** .....	GYG6B .....	Good Shepherd.....	Port Perry...	Sept 27 ....	7:00 - 8:00 pm.....	10 .....	Tues...	\$80
Yoga** .....	GYG6C.....	All Saints .....	Whitby.....	Sept 28 ....	7:00 - 8:00 pm.....	10 .....	Wed ...	\$80

\*\*Yoga - Please bring your own mat.

### Languages

Course	Code	Location	City	Start Date	Time	# of Wks	Day	Fee
Conversational Spanish - 1.....	GSP6A.....	St. Mary.....	Pickering....	Sept 26 ....	7:00 - 9:00 pm.....	10 .....	Mon....	\$99
Conversational Spanish - 2.....	GSP6B .....	St. Mary.....	Pickering....	Sept 27 ....	7:00 - 9:00 pm.....	10 .....	Tues...	\$99
Conversational Spanish - 3.....	GSP6C .....	St. Mary.....	Pickering....	Sept 28 ....	7:00 - 9:00 pm.....	10 .....	Wed ...	\$99

### Music

Course	Code	Location	City	Start Date	Time	# of Wks	Day	Fee
Guitar .....	GGU6A.....	Ajax Campus.....	Ajax.....	Sept 27 ....	7:00 - 8:00 pm.....	10 .....	Mon....	\$99

## Post-Secondary Skills (Non-Credit Classes)

for Young Adults with Exceptionalities

Programs are available for young adults with exceptional needs that are 21 years of age and older who are either finishing, or have left secondary school. These classes will upgrade life skills and vocational skills, as well as, provide general interest and socialization opportunities. Classes include safety awareness, cooking, fitness, technology and other real life experiences.

**Culinary Skills** (GCS6A) classes will be offered October to December 2016. Cost of food \$395.

**Life Skills** (GLS6A) classes will be offered March to May 2017. Cost of food and supplies \$195.

Classes will run in Ajax from 6-9 pm on Wednesday evenings for 10 weeks.

**Please go to [www.con-ed.ca](http://www.con-ed.ca) or contact the office at 905-438-0570 (Ext. 57154) FOR MORE DETAILS**

## Registration Form For General Interest & Computer Courses



**Archbishop Anthony Meagher Catholic Continuing Education Centre**  
**Tel: 905.683.7713 Fax: 905.683.9436**



\_\_\_\_\_  
 Last Name First Name Date of Birth (YY/MM/DD) M/F

\_\_\_\_\_  
 Street Address Apt. No.

\_\_\_\_\_  
 City or Town Postal Code

\_\_\_\_\_  
 Home Phone Business Phone

\_\_\_\_\_  
 Email Address

Course Name	Code	Location	Start Date	Day	Fee

Please make certified cheques/money orders payable to Durham Catholic District School Board. Total

Certified Cheque  Cash  Money Order  Visa  MasterCard  Interac

CARD # \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

CARDHOLDER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

***Participants should attend the first class unless contacted by the school office to say the course is full or cancelled. There may be additional charges for textbooks and material. Some courses may have a minimum age requirement.***

### Refund Policy:

- If a class is closed or fails to start because minimum enrollment is not met, all fees paid will be refunded.
- A full refund will be issued if requested five business days prior to the start of the class.
- A non-refundable administrative fee of \$25.00 is charged. **If the course has started, no refunds will be given.**

I agree to release and save harmless Durham Catholic District School Board and its employees and other agents from any and all claims or other proceedings, regardless of who makes them, in respect of any damage or injury arising by reason of participation in the program by myself or the person who is shown as the "registrant" on this form. I agree to give my permission for my photograph/video and/or name to be used for school related activities.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## LEARN A NEW International Language! (Non-Credit Classes)

### Free Elementary Language Classes! ▶ Continuous Registration

The program is offered on Saturday mornings from 9:30 am to 12:00 noon and runs from September 10, 2016 to June 3, 2017. To register your child, please go to the school of your choice listed below on any Saturday morning during the program between 9:30 am and 12:00 noon. The International Languages Program is designed for elementary school age children from Junior Kindergarten to Grade 8. This program provides the opportunity for children to speak, listen, write and read an international language and at the same time learn about the culture and heritage associated with that language. Please note there are no classes on long holiday weekends, Christmas holidays or during March Break. For details please call: **905.683.7713**

#### Class Locations

Location	School	Language
Ajax .....	St. Jude CS.....	Arabic, Bengali, Cantonese, Dari, Greek, Mandarin
Ajax .....	Mother Teresa CS.....	Italian, Portuguese, Spanish, Tamil
Oshawa.....	St. Christopher CS.....	Italian, Filipino, Portuguese, Spanish, Tamil
Oshawa.....	St. Hedwig CS .....	Polish
Pickering .....	St. Issac Joques CS .....	Filipino, Mandarin, Spanish
Whitby .....	All Saints Catholic SS.....	Arabic, Dari, Farsi, French, Mandarin, Spanish, Tamil, Urdu

## LEARN A NEW International Language!

### French for JK - Gr 3 Students

All Saints Catholic Secondary School, 3001 Country Lane, Whitby or  
St. Isaac Jogues CS, 1166 Finch Ave.E., Pickering

September 10, 2016 - June 3, 2017 (30 Saturdays)

**Day: Saturdays**  
**Time: 9:30am - 12:00pm**  
**Fee: \$295.00**

#### REGISTRATION

458 Fairall Street, Unit 7, Ajax  
Tel: 905.683.7713  
[www.con-ed.ca](http://www.con-ed.ca) for more info



# SCHOOL LOCATIONS

## for Continuing Education Programs

### Archbishop Anthony Meagher Catholic Continuing Education Centre



#### AJAX Campus

458 Fairall Street, Ajax, ON L1S 1R6  
Tel: (905) 683-7713 | Fax: (905) 683-9436

#### Ajax / Pickering

##### Elementary

Brother Andre CS, 60 Seggar Ave., Ajax  
Mother Teresa CS, 15 Fishlock St., Ajax  
St. Francis de Sales, 72 Church St. South, Ajax  
St. Isaac Jogues CS, 1166 Finch Ave. E., Pickering  
St. Jude CS, 68 Coles Ave., Ajax

##### Secondary

Arch. Denis O'Connor CHS, 80 Mandrake St., Ajax  
Notre Dame CSS, 1375 Harwood Ave., Ajax  
St. Mary CSS, 1918 Whites Rd., Pickering



#### OSHAWA Campus

692 King Street East, Oshawa, ON L1H 1G5  
Tel: (905) 438-0570 | Fax: (905) 438-0571

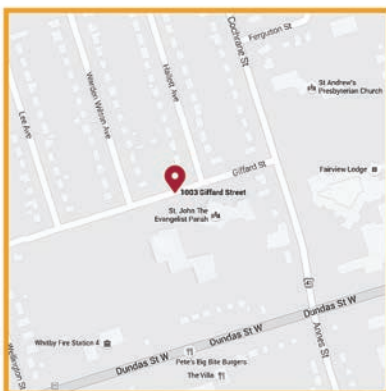
#### Oshawa / Port Perry

##### Elementary

Good Sheperd, 1650 Rreach St., Port Perry  
St. Christopher's CS, 431 Annapolis Ave., Oshawa  
St. Hedwig's CS, 421 Olive Ave., Oshawa

##### Secondary

Msr. John Pereyma CHS, 316 Conant St., Oshawa  
Msr. Paul Dwyer CHS, 700 Stevenson Rd. N., Oshawa



#### WHITBY Giffard Center

English as a Second Language (ESL)  
1003 Giffard Street, Whitby, ON L1N 2S4

#### Whitby

##### Elementary

Fr. Donald MacLellan CSS, 1500 Hopkins Street, Whitby  
St. John the Evangelist CS, 1103 Giffard Street, Whitby

##### Secondary

All Saints CSS, 3001 Country Lane, Whitby  
Fr. Leo J. Austin CSS, 1020 Dryden Blvd., Whitby



# Everyone<sup>★</sup> WELCOME!

## Small Classes Caring Teachers Support for Post-Secondary Planning

### Adults Can Earn 3 High School Credits in 7 Weeks!

- ✓ Day School or Night School
- ✓ Correspondence Courses
- ✓ Preparation for Post-Secondary Programs
- ✓ Guidance Support
- ✓ Programs with Certifications for Employment Readiness

### Continuous Intake Programs and Full Time or Part-Time Options

- ✓ Adult Upgrading (LBS)
- ✓ (ESL) English as a Second Language and (LINC) Language Instruction for Newcomers to Canada
- ✓ Elementary & Secondary Programs
- ✓ General Interest & Language Classes
- ✓ Computer Classes

Stay Connected!

