

Registration Guide 2024-25

The information in this Registration Guide is accurate at the time of publication and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choices. This Guide should be used along with the official version of the Keyano College Credit Calendar (keyano.ca/creditcalendar).

Register for courses online at <https://selfservice.keyano.ca/SelfService/Home.aspx>

If you need assistance, send a screenshot of your Self Service issue to student.advisors@keyano.ca

Self Service instructions, including a Frequently-Asked Questions & Troubleshooting document, can be found here: [Course Registration - Keyano College](#)

Co-op Work Terms are added after completion of all Year 1 courses and co-op related assignments and a placement has been secured. Please contact wil@keyano.ca for more information.

If you choose not to follow the course sequence in your Program of Study, you might not complete the required courses in time to graduate. Please see the program of study table with prerequisites listed for each course, to determine your progress toward graduation. Prerequisites are established to ensure students have the academic foundation to be successful in their courses.

The following SECTION codes are reserved for specific programs. If you register for these sections when you are not in the program, additional charges may be added to your account.

Business Administration:

- **BAV & BVHF** are reserved for **Business Aviation Diploma**
- **ES & ESHF** are reserved for **eSport Management Diploma**
- **HR & HRHF** are reserved for **Human Resource Management Diploma**

Childhood Studies:

- **ABLD & EBLD** are reserved for **Applied ELCC Diploma**

University Studies:

- **GOV** is reserved for **Governance & Civil Studies Diploma**
- **NURS** is restricted to **Bachelor of Science in Nursing Degree**
- **PN** is restricted to **Practical Nurse Diploma**
- **SOWK** is restricted to **Social Work Diploma**

These sections will be removed from the schedules of students not in the programs for which they are reserved.

Multi-Part Courses

If your course includes a laboratory, tutorial, clinical, or practicum, please register for ALL required parts, and choose matching section codes.

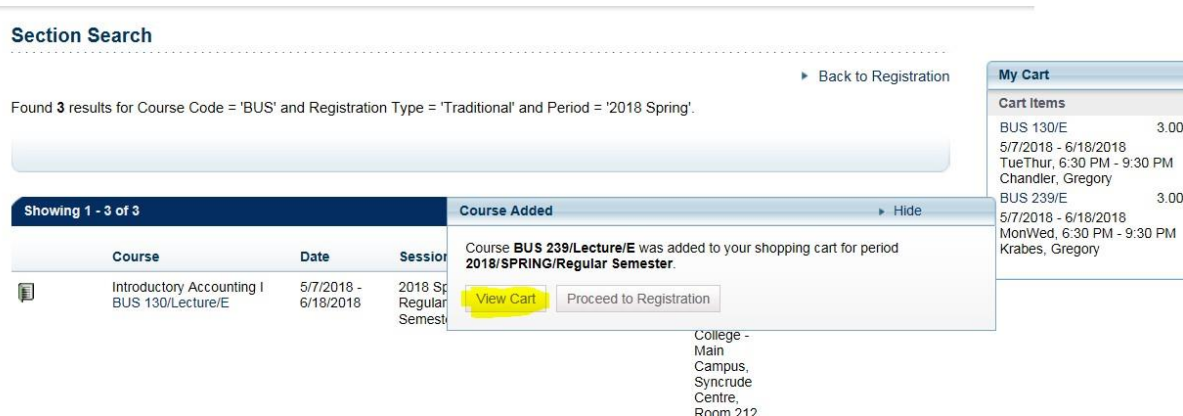
For example:

- BUS111 lecture A **and** laboratory A
- CHEM101 lecture B **and** laboratory BL **and** tutorial BT1

Please Note: All schedules are tentative and subject to change until the [last day to add/drop classes](#) each term.

It is the student's responsibility to check for time conflicts in the registration process.

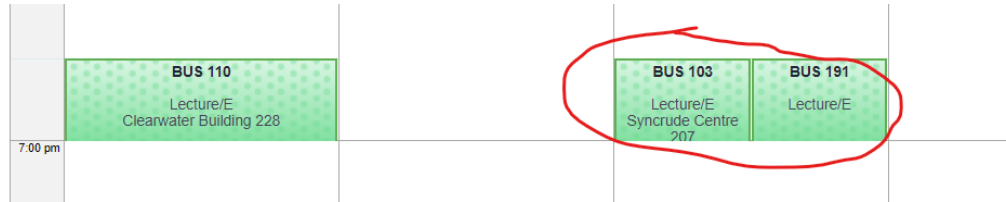
1. **Check for time conflicts.** In Self Service, after you have more than one course in your cart, select **View Cart**



2. Within the Cart, click on **View Schedule** to check for time conflicts.



3. A time conflict will be visible because two courses are squeezed together in the same box on the grid:



4. If there is a time conflict, you will have to choose which course has priority, and drop the other. If there is no course conflict, continue.
5. Back in the Search Sections view, see if there is another section of your course that will not have a time conflict.
6. Continue to add courses, checking for time conflicts after each addition.

Please see next page for Program of Study guide.

Program of Study: Environmental Technology Co-Op Diploma Winter Intake

This diploma program consists of four 4-month terms, plus one 4-month term after Year 1 for the co-op work term. To graduate at the end of four 4-month terms, students must successfully complete all courses listed for each term (also known as Full Load).

Graduation: Students with a passing grade in each course, who successfully complete the program of study and obtain an overall Grade Point Average of 1.7 or better shall be issued a diploma. **Grades of D may impact your eligibility to graduate.**

Transferability: For information on transfer to various post-secondary institutions, please refer to the Alberta Transfer Guide at transferalberta.alberta.ca. Please note that every institution has its own policy regarding minimum grades needed for transfer credit.

Based on the number of credits required in an academic year, the number of credits required to reach Full Time (FT) status can vary.

- The six-week Spring term is an opportunity to take courses on offer that you may have missed.
- Students can only be Part Time in Spring.

You may reduce your course load and do fewer courses per term, but it will take you longer than four terms to graduate and you will incur additional costs.

Program of Study: Environmental Technology Co-Op Diploma Winter Start

When should I take each course?							Term Program Started		
Max credits	FT*	Course Code	Course Name	Prerequisites course(s) must be completed first	Min Pass	Credits	Winter 2023	Winter 2024	Winter 2025
Year 1, Term 1									
15	9	+BIOL 108	An Intro to Biodiversity		D	3	W23	W24	W25
		+CHEM 101	Intro to University Chemistry I		D	3	W23	W24	W25
		+GEOG 105	Intro to Mapping, GPS, Remote Sensing & GIS		D	3	W23	W24	W25
		+STAT 151	Intro to Applied Statistics I		D	3	W23	W24	W25
		WRITE 103	Scientific Writing		D	3	W23	W24	W25
Year 1, Term 2									
15	9	+BIOL 208	Principles of Ecology	BIOL 108	D	3	F23	F24	F25
		+EAS 100	Planet Earth		D	3	F23	F24	F25
		+ENVT 170	Animal Identification		D	3	F23	F24	F25
		+ENVT 252	Regional Plant Biology	BIOL 108	D	3	F23	F24	F25
		+SOILS 210	Intro to Soil Science & Soil Resources	100-level life or natural science, CHEM 101 recommended	D	3	F23	F24	F25
Year 2, Term 1									
12	9	ENVT 262	Environmental Laws, Guidelines, Regulations & Land Rights		D	3	W24	W25	W26
		+ENVT 265	Forest Technology	BIOL 208	D	3	W24	W25	W26
		+ENVT 266	Land Reclamation	ENVT 252, ENVT 262, SOILS 210 & STAT 151	D	3	W24	W25	W26
		+ENVT 270	Wildlife Management & Conservation	ENVT 170 & BIOL 208	D	3	W24	W25	W26
Work Term Year 2 Term 2									
9	9	ENVT 220	Co-op Work Term	Min 30 credits in ENVT program (all year 1 courses)	PASS	9	SUM24	SUM25	SUM26
Year 2, Term 3									
12	9	+ENVT 163	Water Quality	CHEM 101 & EAS 100	D	3	F24	F25	F26
		+ENVT 165	Geotechnical Sampling & Instrumentation	EAS 100	D	3	F24	F25	F26
		+ENVT 268	Resource Exploitation – Oil, Gas, Bitumen & Mining	EAS 100	D	3	F24	F25	F26
		SPCH 207	Developing Professional & Speaking Skills	WRITE 103	D	3	F24	F25	F26

* FT is abbreviated for Full Time

+ Indicates that this course has multiple components, such as lectures, lab, or tutorials. Please see course combinations on the next page.

The Environmental Technology courses involve local field trips and outdoor laboratory classes within the Fort McMurray area during class hours.

Program of Study: Environmental Technology Co-Op Diploma Winter Start

In 2024 - 25, the following sections will not have time conflicts. Some sections may be hidden in Self Service until the other sections fill up.

Year 1, Term 1	Year 1, Term 2	Year 2, Term 1	Year 2, Term 2
Winter 2023	Fall 2023	Winter 2024	Fall 2024
Past	Past	Past	<ul style="list-style-type: none"> ENVT 163 lecture A & laboratory X ENVT 165 lecture A & laboratory X ENVT 268 lecture A & laboratory X SPCH 207 lecture C <p style="color: red; margin: 5px 0;">OR</p> <ul style="list-style-type: none"> ENVT 163 lecture A & laboratory Y ENVT 165 lecture A & laboratory Y ENVT 268 lecture A & laboratory X SPCH 207 lecture C
Winter 2024	Fall 2024	Winter 2025	Fall 2025
Past	<ul style="list-style-type: none"> BIOL 208 lecture B & laboratory Z EAS 100 lecture B & laboratory Z ENVT 170 lecture ITS2 & laboratory Y ENVT 252 lecture B & laboratory Z SOILS 210 lecture B & laboratory Z <p style="color: red; margin: 5px 0;">OR</p> <ul style="list-style-type: none"> BIOL 208 lecture B & laboratory W EAS 100 lecture B & laboratory W ENVT 170 lecture ITS2 & laboratory Y ENVT 252 lecture B & laboratory W SOILS 210 lecture B & laboratory W <p style="color: red; margin: 5px 0;">OR</p> <ul style="list-style-type: none"> BIOL 208 lecture C & laboratory U EAS 100 lecture C & laboratory U ENVT 170 lecture ITS3 & laboratory Z ENVT 252 lecture C & laboratory U SOILS 210 lecture C & laboratory U 	<ul style="list-style-type: none"> ENVT 262 lecture ITA2 ENVT 265 lecture B & laboratory Z ENVT 266 lecture B & laboratory Z ENVT 270 lecture B & tutorial V2 <p style="color: red; margin: 5px 0;">OR</p> <ul style="list-style-type: none"> ENVT 262 lecture ITA2 ENVT 265 lecture B & laboratory W ENVT 266 lecture B & laboratory W ENVT 270 lecture B & tutorial V2 <p style="color: red; margin: 5px 0;">OR</p> <ul style="list-style-type: none"> ENVT 262 lecture ITA3 ENVT 265 lecture C & laboratory U ENVT 266 lecture C & laboratory U ENVT 270 lecture C & tutorial V3 	Future

Program of Study: Environmental Technology Co-Op Diploma Winter Start

Winter 2025	Fall 2025	Winter 2026	Fall 2026
<ul style="list-style-type: none"> • BIOL 108 lecture A & laboratory X • CHEM 101 lecture A & laboratory X & tutorial V • GEOG 105 lecture ABLD & laboratory Y • STAT 151 lecture B & laboratory Z • WRITE 103 lecture A <p>OR</p> <ul style="list-style-type: none"> • BIOL 108 lecture A & laboratory Y • CHEM 101 lecture A & laboratory Y & tutorial V • GEOG 105 lecture BBLD & laboratory Z • STAT 151 lecture B & laboratory W • WRITE 103 lecture B 	Future	Future	Future