

# Advisor

SECONDARY SCHOOL COUNSELLORS' LINK TO UCC

October, 1994

Kamloops, B.C.

## New Beginnings

The transition from secondary school to post-secondary education poses many challenges for students. Our goal is to assist students so that their first experiences at UCC are beneficial ones that promote student motivation and academic success. Research on student success and the first year experience demonstrates that much can be done to enhance student preparedness and academic and wellness skills.

Our work necessarily begins in cooperation with secondary school counsellors long before students arrive at UCC. Academic Advisors from UCC have already begun this year's series of secondary school liaison visits to ensure that students have repeated opportunities to explore the fit between our institution and their aspirations and needs. We believe that a positive initial experience helps students feel less intimidated by the prospect of post-secondary education, and more that they belong and can succeed here.

Liaison visits followed by academic advising are essential in

providing students with a more coherent view of the post-secondary setting, enabling them to take greater responsibility for their educational plans, familiarizing them with procedures and regulations, and showing them how to make optimal use of UCC's resources.

Successful integration into the academic and social environment of campus life is a critical factor in student retention and satisfaction. The student orientation workshops held by the Counseling Department during each September are based on this theoretical understanding and designed to give students an introduction to the campus culture.

The first week of classes is a busy time for students and culminates in the annual Back-to-School Barbecue. Participation by students, faculty, staff, and alumni, plus a slate of activities and entertainment reduces feelings of trepidation and ensures that a warm welcome is provided which connects students with the campus community.

UCC Counsellors offer additional services which support new students. Career Planning

*continues p. 2*

### Secondary School



Preparation  
• Liaison Visits  
• Academic advising  
• Career Planning



### University College



Orientation  
• Student Orientation Workshops  
• Class and Program Orientations



Social  
• Welcome Back Barbeque



Survival Skills  
• Student Success courses  
• Time management workshops  
• Study skills workshops  
• Test anxiety workshops  
• Stress reduction workshops



# Discovering Co-operative Education at UCC

## Co-op Education Programs at UCC

- Bachelor of Natural Resource Sciences
- Computer Systems: Operations and Management
- Electronics: Telecommunications Technician  
Computer Systems Technician  
Computer Automated Systems Technician

**W**hy would a student choose to spend an extra year in a co-operative education program when they might more quickly complete their degree or diploma by staying in the classroom? For the 160 students who have applied for a variety of co-op programs at UCC, it's considered a sound investment in their future.

Co-op education, which integrates classroom studies with periods of full-time, paid employment in the student's field of study, is not only an excellent way to help with educational costs, it's a valuable career-related experi-

ence that enables students to prepare for the workplace.

Given the increasing effort required to build a career within today's job market, co-op's advantage is the opportunity it gives for practical, hands-on experience and for meeting potential employers. It also builds skills in adapting to new information, responsibilities, and the use of emerging technologies. These are life-long skills that enable students to meet the rapidly changing parameters of the workplace.

Whether students are placed with the same or different employers, each work term is unique. Students may move from one department to another in a business, industry or other organization depending upon their placement. They are likely to work with different co-workers and supervisors each time, experiencing a variety of personality and job types, as well as management styles. This is valuable

experience in equipping students to work effectively with people at all levels, learning in the process about motivation, competitiveness, problem-solving and teamwork. While students acquire marketable skills, co-op also puts them in contact with a network of people in their field of interest that enhances future employment prospects.

From the employer's perspective, co-op education provides them with pre-screened, enthusiastic, and high achieving students to fill temporary staffing needs and provide a base of qualified individuals for future full-time employment. Co-op students also assist employers by completing special assignments or research in areas where regular staff do not have enough time. Equally important is the mechanism co-op provides for employers to give feedback to the educational system.

Co-op is designed to promote

---

## New Beginnings (continued)

Workshops encourage students to think through their career goals and to grow and develop. A series of free workshops on time management, study skills, test anxiety and stress reduction are also available. These help students develop conscious strategies for learning, and the specific skills needed for success.

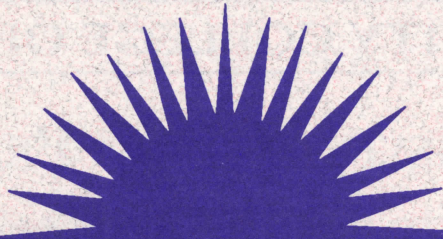
Numerous departments and faculties conduct orientations geared to new students as a means of introducing students

to faculty members, and to the performance expectations within the program.

To reduce attrition in areas where it is traditionally high, faculty further support students by providing English tutoring for English 110 students and Math labs for Math students. Dedicated faculty have also developed the comprehensive Student Success courses 101 and 102 to boost the performance and confidence levels of our students.

UCC takes seriously its role in easing the transition to post-secondary education for secondary school students. Services that enable students to navigate the system with greater ease and contribute to success, not only improve the long-term educational outcomes for students, but also those for our university and for our community.





# MESSAGE FROM UCC

## ATTENTION: BC SECONDARY SCHOOL APPLICANTS TO UCC

The University College of the Cariboo (UCC) is changing its procedures for students applying directly from BC High Schools for the 1995/96 school year, making it easier to apply.

Your application for academic (University) programs will be accepted when delivered through **Canada Post Mail only, starting November 21, 1994**. If you wish to apply for a Career



Technical or Vocational program please call UCC Admissions (604-828-5071) for the appropriate Admissions package. You will receive acknowledgement of your application.

Applications from BC Secondary School students **will not** be accepted in person between **November 21, 1994 and December 23, 1994**. Applications **will be** accepted either by mail or in person between **January 3, 1994 and April 18, 1995**.


Applications for Admission to UCC should be available in your high school counselling office. If they are not, please call (604) 828-5071 to have them sent.

All Applications must include:

- a completed, signed and dated, application form
- your accurate High School Exam ID#
- a cheque payable to UCC accompanying the Application Processing Fee Form (\$15).

Do not send cash in the mail.

UCC no longer requires an interim transcript of grades to be included with your application. All interim grade information will be obtained from the Ministry of Education in April.



THE  
UNIVERSITY  
COLLEGE  
OF THE  
CARIBOO  
KAMLOOPS, BC

**The deadline for application is April 18, 1995.**



# THE UNIVERSITY COLLEGE OF THE CARIBOO

## UNIVERSITY DEGREE PROGRAMS

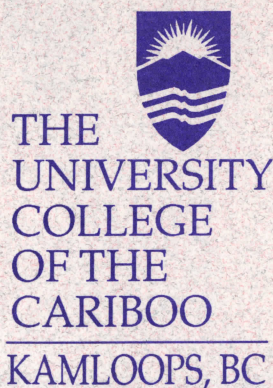
- Bachelor of Arts
- Bachelor of Science
- Bachelor of Business Administration
- Bachelor of Social Work
- Bachelor of Natural Resource Science
- Bachelor of Elementary Education
- Bachelor of Science in Nursing (RN / BSN)
- Forestry - Degree Transfer Program
- Engineering - Degree Transfer Program
- UT - University Transfer

## APPLIED INDUSTRIAL TECHNOLOGY PROGRAMS

- Auto & Heavy Duty Mechanic
- Commercial Transport Vehicle Mechanic
- Heavy Duty Mechanic
- Marine / Small Engine Technician
- Partsperson
- Electrical Trade Entry
- Electronics Technician
- Welding (Levels C, B, A)
- Retail Meat Processing
- Cook Training

## CAREER / TECHNOLOGY PROGRAMS

- Animal Health Technology
- Horticulture
- Accounting Technician
- Business Diploma
- Computer Systems
- Digital Art & Design
- Fine / Performing Arts
- Early Childhood Education
- Home Support Resident Care Attendant
- Medical Lab Technology
- Nursing (RN/BSN)
- Corrections Worker
- Social Service Worker
- Community Support Worker
- Legal Secretary
- Medical Office Assistant
- Office Systems Specialist
- Bookkeeping with Computers
- Business Secretary





closer interaction between students, employers and the educational system, so that knowledge, resources and experience is shared for the benefit of all members of the partnership.

After completing two semesters of study, and achieving the minimum g.p.a. established by each co-op program, students are eligible to apply for co-op. The number of positions is limited, so students with the required g.p.a. are not guaranteed placement. The placement process is highly competitive, with students competing not only against their classmates, but also against co-op students from other institutions.

Employers participating in co-op provide the UCC Co-op Centre with a job description. Once the position is posted, qualified students submit their resumes to the Co-operative Education Coordinator to be forwarded to the employer. An interview is arranged and students are chosen for employment just as in a regular job competition. The terms of employment, salary and benefits are determined by the employer in accordance with the standards of the business or industry. The range of pay is between \$7.50 and \$17.50 an hour depending on the field and the student's experience.

To prepare students for the competitive hiring process, the Co-op Centre offers a comprehensive series of Pre-Employment Preparation sessions. These assist students in developing skills to:

- prepare a resume and covering letter

- conduct themselves effectively in an interview
- identify and anticipate employer expectations
- identify personal priorities and learning objectives for the work terms
- apply effective job search and networking techniques

Attendance at these sessions is mandatory for all co-op students.

Although 46% of the students are placed in the region, students should be prepared to relocate for their co-op work terms. The costs incurred for relocation are the responsibility of the student. Students are also responsible for living expenses. A \$50 application fee is required for all first-time students. Once the work term is underway, a \$200 fee is charged for each work term.

Grade 12 students who are thinking about co-op education can do much to begin to prepare. Employers look favourably upon students who have had summer or part-time jobs, even if it's doing a newspaper route. Work that involves sales and customer service is especially valu-

able. Students who can't find a paying job, may want to consider volunteer work to develop organizational and leadership skills. Being involved in extra-curricular activities is another avenue for developing important skills.

Virtually any work experience provides transferable skills such as communication, organizational, time management, working as a team member, and dealing with different people and situations. Employers know that these skills are essential in the workplace and aren't acquired by "couch potatoes."

---

*"Co-op programs are one example of how business can partner successfully with training facilities to ensure course curricula meet industry requirements and to give students valuable work experience."*

*Weyerhaeuser Canada,  
Kamloops*

---

## What Students Are Saying

**Dana Torry**, a 4th year Bachelor of Natural Resource Science student, has just spent a weekend at the Wells Gray Research Station studying Caribou habitat.

She says she chose co-op to "find out whether this is really what I want to do." Her first work term convinced her that she was in the right field. She finds the co-op experience has given her a "wide range of experience from office work to field work."

Working for the 1994 fire season in a variety of jobs from picking up crews to filling still wells, she "learned how to be incredibly adaptable."

Dana believes that "co-op provides real advantage for breaking into the job market because it gives students the necessary experience."



## Postscripts from the Edge

This section of The Advisor is intended to answer questions you may have, or defog areas that cause Counsellors the most concern. To this end I need your help in identifying where those difficulties lie, and invite you to call or fax me with those burning questions. It is likely that the question you ask is of common concern.

**Q** I understand UCC is changing its application process for Secondary School students. How are students to apply for the 1995/96 school year?

**A** The University College of the Cariboo is changing its procedures for applying directly from B.C. High Schools for the 1995/96 school year.

Between November 21, 1994 and December 23, 1994 applications will be accepted only when delivered through **Canada Post Mail**. Applications from B.C. Secondary School students **will not** be accepted in person during this time period. From January 3, 1995 until April 18, 1995 an applicant can bring in an application in person or mail it. If students wish to apply for a Career Technical or a Vocational program please call Admissions (604-828-5071) for the appropriate Admission package.

All applications must include:

- a completed, signed and dated, application form
- the accurate High School Exam ID #
- payment of the Application Processing Fee (\$15)

UCC no longer requires an interim transcript of grades to be included with your application. All interim grade information will be obtained from the Ministry of Education in April.

The deadline for application is April 18, 1995, but early application is recommended.

## Updates

• **Welcome to Sharon Munk**, who replaces Raydene Erickson as our Williams Lake Counsellor. Sharon is a long-time resident of the Caribou. She has a B.A. in criminology and is currently working toward her M.Ed. She previously worked as the Probation Family Court Counsellor.

• UCC is pleased to have signed **Articulation Agreements** with the following school districts:

School District #24 (Kamloops)  
School District #26 (North Thompson)  
School District #27 (Cariboo/Chilcotin)  
School District #28 (Quesnel)  
School District #29 (Lillooet)  
School District #30 (South Cariboo)  
School District #56 (Nechako)  
School District #89 (Shuswap)

We also have agreements regarding specific programs with various schools, as well as accreditation agreements with the Neskonlith Education & Employment Development Society and N'Kwala Education Society.

• This year's **Annual Counsellor's Conference** is on **December 9th, 1994**. We look forward to seeing all of you there, and

hope you will join us for the Department Social held at the end of the conference.

• Three years ago, we provided each Counsellor attending our conference a **Counselling Resource Binder**. Due to numerous inquiries from Counsellors who did not attend the conference and obtain a binder, we are making binders available for purchase at this year's conference. Included is information on UCC admissions and registration, program costs and testing dates, and a host of other information. Each year we send a package of updated materials to add to the binder. Binders can be ordered at the Counsellors' Conference by dropping off a cheque, money order or cash in the amount of \$15.

# Advisor

### Editor

Deborah Huber, UCC Counselling dept.

### Design & Layout

Troy Welch, UCC Public Relations & Publications dept.

### Printing

UCC Print Shop

The Advisor is produced bi-monthly by the UCC Counselling Department. All questions, suggestions, comments and concerns can be forwarded to:

Deborah Huber, UCC Counselling Dept.  
P.O. Box 3010, Kamloops, B.C., V2C 5N3  
Phone: (604) 828-5097, Fax: (604) 371-5513