



FRASER VALLEY

CONTINUING EDUCATION

FALL 2025

Course Catalogue

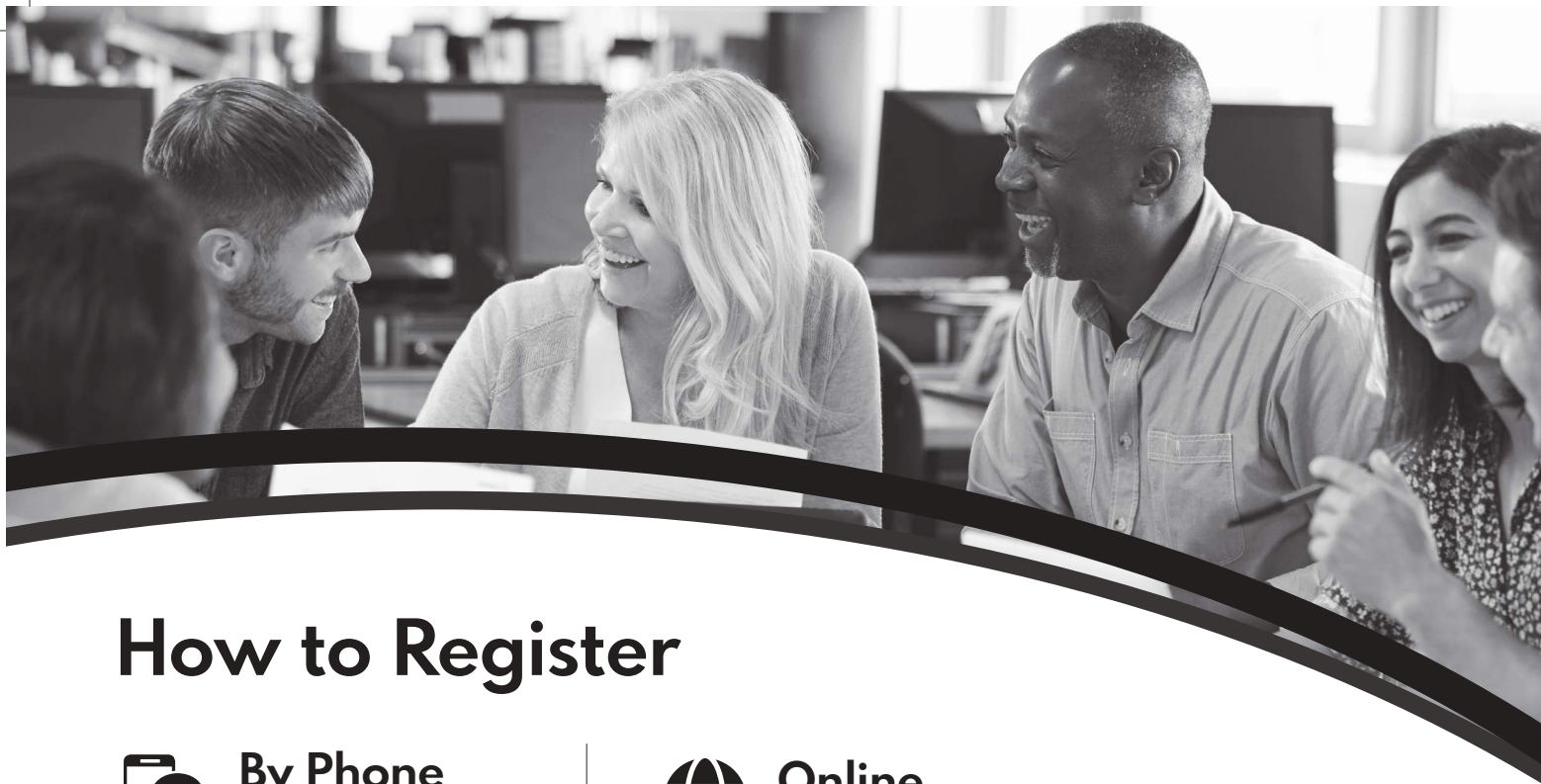


NOW OFFERING

 **Virtual Classes!**

Register Now!

www.FraserValleyContinuingEducation.ca



How to Register



By Phone

Contact us 9:30-4:00pm
Monday-Friday
604.533.4227



Online

Visit our website 24/7!
www.FraserValleyContinuingEducation.ca

Our Virtual Classroom

We have always been proud to offer interaction with real Instructors, those with field experience, who have a passion for teaching and coaching. When it's not possible to teach in a real classroom, we are still able to offer these excellent learning experiences using cutting-edge tools in a virtual learning environment. These classes are accessible worldwide.

By using the **Google Classroom** platform, and **Google Meet** with real-time video between instructors and students, we are able to deliver quality learning online. For each class, students receive an invitation by email that contains a link. When clicked, the link will take you directly into the virtual classroom. **Nothing extra to buy or install.**

This system is **easy to use for all types of computer equipment**, including Android phones and iPhones, iPads, Android tablets, Macs, or PC's. No special software or equipment is necessary, and you can learn right from your web browser. The Chrome browser is recommended, unless you have a Google account.

All Microsoft Classes must have their own desktop copy of Microsoft 365.

WHERE TO FIND YOUR CLASS

Continuing Education Classroom

📍 #111-18663 52 Avenue, Surrey

Credo Christian High School

📍 21846 52nd Ave, Langley

FVCE Computer Lab

📍 Credo Christian High School
21846 52nd Ave, Langley / Room III



Registration is now open
for Fall 2025 courses.

Registration for Winter/Spring
2026 programs coming soon.

Messages From The Team

As we start the Fall 2025 semester, we're reflecting on an incredible journey, and wow, what a journey it's been! From waving a bittersweet goodbye to our beloved Logan Avenue classrooms and office, to settling into our temporary home in the BC Wall and Ceiling Association building, every step was filled with emotions, memories, and excitement for the future. We'll forever cherish all the moments, laughter, and learning at Logan, but your openness to embrace change is what keeps our community vibrant and resilient.

This year, we celebrated both new adventures and heartfelt goodbyes. Legendary guitar instructor Keith and our inspiring former leader Kim have been enjoying their well-earned retirements. We sent them off with mountains of gratitude and love—their passion will always echo in our hearts.

Embracing change, we moved forward together. We launched online Microsoft Office classes to help 9-5 workers grow their skills on their terms. We have also officially moved our office to virtual only - all three of us working from our home offices. Making the leap to a virtual office meant more flexibility for our team and students, and a chance to keep learning, exploring, and growing - wherever life takes you! Our course lineup also saw some amazing new faces (and old favorites!): Kristen brought back the "buzz" with Beekeeping, and Kay introduced Traditional Chinese Cooking. Abigail wowed us all with Sourdough & Cinnamon Buns (so good!), Teresa expanded her popular Energy Education classes. Vanessa King (our

new floral instructor) is blooming with new ideas. Alex Preuss took up the guitar lead with a fresh curriculum, smaller classes, and flexible schedules. Lori got a teaching buddy in Anu Manchanda for computer courses, so she can take a break!

We were also thrilled to welcome back classics: cheese making with Paula, Italian cooking with Mamma Marzia, memory and learning classes with Terry Small and Graham Best, and financial know-how with Edwin Palsma and Doug Berg. Not to mention a wide assortment of career and professional development classes that connect our amazing community even more.

We know change isn't always easy, but thanks to you—our students, instructors, and supporters—we've not only weathered the bumps, but found new ways to shine. Thank you for sticking with us, growing with us, and making FVCE what it is. Here's to the next chapter—and to many more memories, smiles, and skill-building ahead. With all our gratitude,



Barb, Erin, and Sarah



Our Certificate Programs



Our Certificate programs are geared towards helping you start a new career or upgrade your current career.

Administrative Assistant Certificate:

This Certificate program is designed to give you a solid foundation in office and computer skills. Upon completion you will have a full working knowledge of Microsoft as well as Bookkeeping and a Computerized Accounting Program. There are always excellent employment opportunities for well trained Administrative Office Assistants, especially with up-to-date skills and certifications.

Administrative Assistant Certificate Requirements:

Computer Basics Level Two	\$119.99
Keyboarding Beg or Keyboarding Plus	\$154.99
Bookkeeping & Intro Accting	\$444.99
Bookkeeping - Level Two	\$249.99
Sage 50 or Quickbooks P1	\$289.99
Sage 50 or QuickBooks P2	\$289.99
Word Level One	\$289.99
Word Level Two	\$289.99
Word Level Three	\$269.99
Excel Level One	\$284.99
Excel Level Two	\$284.99
Excel Level Three	\$269.99
Outlook	\$284.99
PowerPoint	\$284.99
Supervisory Skills Level One	\$269.99
Business Writing One	\$164.99
Business Writing Two	\$164.99

Total Cost \$4461.00 + GST
(including textbooks)

Computerized Accounting Certificate:

Whether your goal is to be employed in a business office, working in an accounting position, or starting a home-based business contracting bookkeeping and accounting jobs, this Certificate program will provide a foundation of knowledge and skills for you to succeed. You will develop a basic understanding of bookkeeping, accounting and payroll. You will also be knowledgeable in both Quickbooks and Sage computerized accounting programs.

Computerized Accounting Certificate Requirements:

Computer Basics Level Two	\$119.99
Excel Level One	\$284.99
Excel Level Two	\$284.99
Excel Level Three	\$264.99
Word Level One	\$289.99
Outlook	\$284.99
Keyboarding or Keyboarding Plus	\$154.99
Bookkeeping & Intro Accting	\$444.99
Bookkeeping - Level Two	\$249.99
Payroll Fundamentals	\$249.99
QuickBooks - Part One	\$289.99
QuickBooks - Part Two	\$289.99
Sage 50 - Part One	\$289.99
Sage 50 - Part Two	\$289.99
Business Writing One	\$164.99
Business Writing Two	\$164.99

Total Cost \$4186.00 + GST
(including textbooks):

Computer and Clerical Proficiency for the Business Office Certificate:

This Certificate program is designed for persons entering or re-entering the work force and seeking employment performing a wide range of clerical duties in a business office. With this Certificate you can choose from a wide variety of programs and will also gain knowledge of the Microsoft programs. This program is for students who do not want to take a full-time career training program; it groups all the courses you will need to gain the skills necessary to perform the duties in a typical business office.

Computer & Clerical Proficiency for the Business Office

Certificate CORE (required) Courses:

Computer Basics Level Two
Word Level One & Word Level Two
Excel Level One & Excel Level Two

Plus Additional Six Credits:

(up to 6 credits req)

Bookkeeping & Intro Accting	3 credits
Bookkeeping Level Two	2 credits
Keyboarding	2 credits
Keyboarding Plus	2 credits
Word Level Three	2 credits
Excel Level Three	2 credits
Sage 50 - Part One	3 credits
Sage 50 - Part Two	3 credits
QuickBooks - Part One	3 credits
QuickBooks - Part Two	3 credits
Payroll Fundamentals	2 credits
PowerPoint Level One	2 credits
PowerPoint Level Two	2 credits
Outlook	2 credits
Supervisory Skills Level One	2 credits

Certificate Price Fluctuates
Depending On Credits Chosen

❗ Please call the office for more information or to register at 604-533-4227.

Policies and Registration Info

How to Register

Register anytime at FraserValleyContinuingEducation.ca for any of our courses. The website works on your computer, smartphone, or tablet. If you need assistance, please call our office at 604-533-4227, and we'll be happy to walk you through it.

Ways to Reach Us

Through our website:

FraserValleyContinuingEducation.ca

Through email:

info@fraservalleycontinuingeducation.ca

On Social Media:

Facebook.com/FraserValleyContinuingEducation

Instagram.com/FVContinuingEd

By Phone:

Our main office number is still the same, 604-533-4227.

Taxes

Course fees listed on our website or in this catalogue do not include tax. All courses are subject to GST (5%).

Program Cancellation Policy

Fraser Valley Continuing Education reserves the right to cancel courses with low enrollment. When a course is canceled, students will have the following options:

1. Receive a full refund for the program;
2. Ask to have their registration fee applied to the next offering of the course or;
3. Apply the course registration fee to a program of their choice that still has space available.

If a course has to be cancelled, Students will be notified by email no later than 1 day prior to the start of the course. Paid in full Certificate programs are non refundable once paid for, only a credit note will be issued to your account if not finished or the student changes programs.

Refund Policy

Please read the below policy carefully.

For Multi- Day Courses

When student notice of a course withdrawal is received **7 business days or more** prior to the start of the class, regardless of reason, the fees are as follows:

- **\$0-\$299.99** – A \$35.00 Administration fee will be charged off the total cost of the program the remaining amount will be refunded.
- **\$300.00+** – A 15% Administration fee will be charged off the total cost of the program, not payments received, and the remaining amount will be refunded..

When Student notice of course withdrawal is received **less than 7 business days** prior to the start of the class, regardless of reason, the fees are as follows:

- **3-6 business days prior**, a 50% refund is offered, or student may opt to transfer to the next offering of the course without penalty. **24-48 hours prior**, only transfers are available with no penalty.
- When Student notice of course withdrawal is received **on or after the first day** of the course, there is no refund.

For Certificate Programs:

- Certificate Programs are Non-Refundable within 30 days of the first day of class. Credits and Transfers are situational at the discretion of FVCE.
- When notice of program withdrawal is received **31-60 days prior**, 50% of program fee is retained. When notice of program withdrawal is received **61+ days prior**, a 15% Administration fee will be retained.

For One Day Courses:

When student notice of a course withdrawal is received **7 business days or more** prior to the start of the class, regardless of reason, student will receive a refund minus \$35 administration fee.

- No refunds will be provided when Student notice of withdrawal is received **less than 7 business days** prior to the start date of the course. Non-refundable transfers and credit notes may be issued in this scenario.
- [UPDATE FEBRUARY 1, 2025] Due to the preparation required of our instructors for class, no transfers or credit notes will be given within **three business days** before the start of a one day course.

NSF Cheques

There will be a service charge of \$45 levied against all cheques returned as NSF.

Medical Office Assistant

See Website for
School Closures

Complete all 3 MOA classes & 1 Keyboarding class to receive MOA Certificate

Class Location:  Virtual

\$2750.00+GST (Includes the price of keyboarding.)

Registration is NOW OPEN for Winter/Spring 2026 semester.

Ethics/Confidentiality & Office Procedures

Instructor Helen Galloway 10 sessions

In the first portion of the course, students examine the importance of confidentiality and privacy in the medical setting. In the second component of this course, Office Procedures focuses on professional code of conduct, recruitment policies, internet usage, safety policies and handling all patient needs. A key component of this course is staff management and general housekeeping duties specific to the medical office settings.

Offering 1:  Mon & Wed, Feb 2 to Mar 9, 6:30-9:30pm

Medical Terminology & Anatomy

Instructor Helen Galloway 13 sessions

This course combines anatomy and physiology with medical terminology. Students will learn to describe procedures and conditions relating to cases. Students will learn the language through word prefixes, root words, suffixes and combining forms. Medical terminology is a key component of what medical professionals use when they are referring to patient diagnoses, treatment and procedures.

Offering 1:  Mon & Wed, Mar 23 to May 4, 6:30-9:30pm

EMR Fluency & Medical Billing

Instructor Helen Galloway 6 sessions

As more physicians transition to electronic medical records, this EMR course offers students a comprehensive introduction to the "Myle" EMR system. Emphasis is placed on privacy, confidentiality, and data security. Through demonstrations and hands-on exercises, students learn to navigate administrative functions within the EMR. The course also introduces medical billing, the Medical Services Plan, and claims processing.

Offering 1:  Mon & Wed, May 6 to May 27, 6:30-9:30pm

About Instructor Helen Galloway

Helen's educational background is in Medical Imaging, Medical Radiography, with a specialty certificate in Computed Tomography (CTIC). Helen has completed 32+ years in the field and has 20+ years as an instructor for the Medical Radiography program, specialty certificate program, degree program, clinical instructor at BCIT, and as director of Radiology services and training for FMS Medical systems Inc.

Keyboarding Classes

\$154.99 +GST Instructor: Amanpreet Kaur

Keyboarding (Typing) for Beginners 5 sessions

If 'hunt and peck' with a few fingers is your typing style, NOW is the time to learn the new 'Basic Life Skill' of keyboarding. You will be amazed at how easy it is to learn and how much faster you will be able to type with far greater accuracy. You will ask yourself why you didn't do this years ago!

Specialized exercises enable students to learn the fundamentals and to progressively increase their speed and accuracy. No previous computer experience is necessary. This course is aimed at the non-typist, but is also beneficial for those wishing to brush up on rusty skills.

Offering 1:  Tues, Oct 14 to Nov 18, 5:30-7:15pm

Offering 2:  Thurs, Jan 8 to Feb 5, 7:30-9:15pm

No Class: November 11

More dates to come!
Please check the website.

Class Location:
 Virtual

Keyboarding Plus 5 sessions

This unique course is for those wishing to increase their keyboarding speed and accuracy. This is the ideal course for those striving to reach a minimum typing speed requirement for employment qualification.

Your Instructor will help you set a goal at the beginning of the course, and through a variety of speed building exercises and drills, you will aim to improve your technique and overall speed and accuracy.

Offering 1:  Tues, Oct 14 to Nov 18, 7:30-9:15pm

Offering 2:  Thurs, Jan 8 to Feb 5, 5:30-7:15pm

No Class: November 11

Dental Receptionist Certificate Program

Course Details

Total Program \$4000.00 +GST
(Monthly payment plan available.)

Prerequisites: Legally entitled to study/take schooling in Canada

Program Dates:

Offering 1:

32 sessions, plus practicum

Tues/Thurs, Sept 16 to Jan 22
9:15-2:30pm

No Class: Sept 30, Nov 11,
Dec 19-Jan 5

Class Locations:

Credo Christian High School
21846 52nd Ave, Langley



Registration for
Winter/Spring opens
October 1, 2025.

This program has earned a strong reputation over the past 20 years for producing highly skilled dental receptionists. Demand for well-trained professionals in this field remains high, with most students securing employment even before completing the course. Known throughout the dental industry, our graduates are recognized for their ability to perform confidently and efficiently from day one on the job.

Students receive functional training in the areas of dental office administration, introduction to dentistry, tooth anatomy, dental terminology, legal conduct and ethical standards, effective communication, appointment scheduling, dental billing, records management, accounts management, and much more.

For a full program description, please visit our website, at:

<https://fraservalleycontinuingeducation.ca/dental-receptionist-certificate-program/>

Prerequisites:

- Grade 12 or mature Student status
- Strong verbal and written proficiency in English (ESL testing may be required)

Graduation Requirements:

- 90% attendance
- 70% grade average
- Two-week full-time practicum (total 64-80 hours)

Course Fees Include:

- Use of a laptop computer, pre-loaded with all required software
- Dental Office Administration Binder
- Dental Fee Schedule Binder
- All materials and supplies other than pens, pencils, tabbed dividers and 3-ring binder, which students must supply



About Pam Welch, Program Instructor

With more than 48 years of practical field experience, Pam Welch still consults to current dental practices regarding office procedures and efficiencies. Her students are therefore some of the most in-demand graduates in the local dental community. She has spent more than 30 years refining and delivering this program at various institutions in the Lower Mainland.

Business Writing

Class Location:  Virtual

Business Writing Level One \$164.99 +GST

Instructor Toni De Fazio 2 sessions

Achieving clarity and conciseness in business writing is challenging. Business Writing One provides the essential skills and foundational knowledge required for clear and concise professional writing. Participants will learn the proper grammatical components necessary for effective sentence structure, understand the legal considerations relevant to business communication, and acquire practical guidelines for crafting professional emails and text messages.

Offering 1 :

Mon/Wed, Oct 20 to Oct 22, 6:00-9:00pm

Business Writing Level Two \$164.99 +GST

Instructor Toni De Fazio 2 sessions

Dive deeper by practising the structured process of creating effective business letters. Develop the ability to write concise and comprehensive business reports. Master the art of minute-taking in meetings, capturing key points and action items efficiently. Improve your proofreading strategies to ensure clarity and professionalism in your documents. By the end of this workshop, you will be equipped to produce professional business documents, enhancing your communication effectiveness in any business setting.

Offering 1 :

Mon/Wed, Oct 27 to Oct 29, 6:00-9:00pm

Introduction to Creative Writing

\$145.99 +GST Instructor Toni De Fazio 1 session

Learn to express yourself through the art of creative writing—a powerful outlet for reflection, imagination, and personal growth. In this hands-on workshop, you'll explore the fundamentals of freeform writing using nothing but pencil and paper. Through engaging exercises in brainstorming, writing prompts, and character development, you'll begin to shape your thoughts and ideas into meaningful stories. Discover the core elements of storytelling—Introduction, Conflict, and Climax—as you learn to craft a compelling short story. You'll also have the opportunity to share your work and receive supportive constructive feedback, helping you gain new insights and grow as a writer.

Class Location: Credo, 21846 52 Ave, Langley

Offering 1: Sat, Nov 15, 9:00-3:30pm



About Instructor Toni De Fazio

Toni is a passionate, energetic facilitator with over 20 years' experience in Business Administration, Leadership Development and Management. She holds a Diploma in Adult Education and presently teaches Business Writing, Supervisory Skills, Employment Preparation and Conflict Resolution at Coquitlam Continuing Education. In addition, Toni facilitates leadership development workshops in corporate organizations to assist leaders in supporting their staff in reaching their potential. She creates engaging and interactive learning environments which allows learners to practice their newly learned skills in safe supportive environments.

Toni is enthusiastic about enriching individuals' lives with practical skills to set them up for success in their personal and professional lives. In her down time, she enjoys yoga, reading novels and spending time with her husband and teenage boys.

Computer Basics One & Two

\$119.99 +GST each 6 hours

Computer Basics One

Instructor Lori Dowhaniuk 1/2 sessions

If you are brand new to computing, this is the course for you! In just six hours, this easy paced course will help you take the first step in becoming a productive user of your computer. Learn how to easily maneuver your way through the Windows environment using the 'mouse', how to manipulate different 'windows', and how to start 'programs'. We will also look at the Internet. You will learn to navigate the 'web'. We will tour a variety of web sites, and you will learn to use 'search engines' to find what you want on the web. You will also learn to send and receive e-mail and pictures to and from friends and relatives.

Offering 1: Mon & Tues, Sept 15 to Sept 16, 6:30-9:30pm

Offering 2: Wed, Sept 17, 9:30-4:00pm

Class Location:

FVCE Computer Lab, Credo Christian High School 21846
52nd Ave, Langley / Room 111

Please see our website for more detailed course descriptions.

Computer Basics Two – Preparation for Microsoft Office

Instructor Lori Dowhaniuk / Anu Manchanda* 1/2 sessions

This course will introduce you to the Microsoft Office environment and ensure competency in basic Windows skills required for all Microsoft Office courses. Windows skills covered will revolve around Files, Folders, and the Microsoft Windows "Documents" storage area. Using both Microsoft Word & Microsoft Excel you will learn the difference between "Save" & "Save as" and discuss what it means to "Open" a file. You will get hands-on practice in both programs, Saving files to specific Folders and Opening files from specific Folders.

Offering 1: Fri, Sept 19 to Sept 26, 9:30-12:30pm

Offering 2: Tues & Wed, Sept 23 to Sept 24, 6:30-9:30pm

Offering 3: Sat, Oct 4, 9:30-4:00pm



Computer Basics for Seniors

\$164.99 +GST

Windows, Word, and the Internet

Instructor Lori Dowhaniuk 4 sessions

In just four weeks, during these leisurely and relaxed afternoon sessions, we will turn you into a productive user of your computer. (This course covers much of the Computer Basics Levels 1 & 2 curriculum.) We'll start with Windows and an introduction to computer basics, then spend time on the Internet and e-mail.

Skills covered:

- How to start programs
- Navigating the Windows environment
- How to manipulate windows
- How to work with the Taskbar
- Travel the 'Web' and tour a variety of web sites
- Use search engines to find web sites
- Understand sending and receiving email
- Use eMail to send and receive pictures.

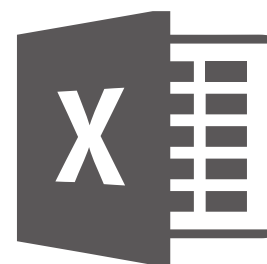
**Class Location: FVCE Computer Lab, Credo Christian
High School 21846 52nd Ave, Langley / Room 111**

Offering 1:

Wed, Sept 24 to Oct 15, 1:30-4:00pm

Microsoft Excel

Please see our website for more detailed course descriptions.



About

Microsoft Excel is the spreadsheet program found in the Microsoft Office suite of programs. It is the most popular spreadsheet program in the world today.

Class Location:

🖥️ Virtual OR FVCE Computer Lab, Credo Christian High School 21846 52nd Ave, Langley / Room 111

Microsoft Excel Level One \$289.99 +GST

Instructor Lori Dowhaniuk or Anu Manchanda
3/5 sessions - 15 hours

This course teaches students how to work with worksheets and workbooks to analyze data using a variety of features to create, modify and format common business reports such as budgets, inventory reports, invoices, and charts. This course is designed for students who want to develop the skills necessary to create, edit, format, and print basic Microsoft Office Excel worksheets, and manage and audit numerical reports.

Offering 1: Mon, Oct 6 to Nov 10, 9:30-12:30pm

Offering 2: 🖥️ Mon, Oct 6 to Nov 10, 6:30-9:30pm

Offering 3: Sat, Oct 18 to, Nov 1, 9:30-3:00pm

No Class: Oct 13

Microsoft Excel Level Two \$289.99 +GST

Instructor Lori Dowhaniuk / Anu Manchanda
3/5 sessions - 15 hours

This course teaches students how to apply basic skill sets in addition to learning intermediate to advanced functions to manage and audit numerical reports. Students will work with various functions to perform specific types of calculations, customize charts, work with pictures or shapes in a worksheet, customize formatting for specific types of data, and look at various features for managing different types of lists, using a table or database format.

Offering 1: Mon, Nov 17 to Dec 15, 9:30-12:30pm

Offering 2: 🖥️ Mon, Nov 17 to Dec 15, 6:30-9:30pm

Offering 3: Sat, Dec 6 to Jan 3, 9:30-3:00pm

No Class: Dec 20, 27

Microsoft Excel Level Three \$269.99 +GST

Instructor Lori Dowhaniuk 4 sessions - 12 hours

Are you looking to become the "go to" person for Excel in your office? Then our Excel Level Three course is for you. Learn about some of Excel's most powerful tools. Work with macros to automate repetitive tasks. Perform in-depth analysis of your data with pivot tables and visualize that analysis with pivot charts. Compare potential budgets with the scenario manager.

Offering 1: Mon, Jan 19 to Feb 9, 9:30-12:30pm | **Offering 2:** 🖥️ Mon, Jan 19 to Feb 9, 6:30-9:30pm

About Instructor Lori Dowhaniuk



Lori has over 35 years of teaching experience. She received her Bachelor of Education at the University of Alberta and started out as a high school typing teacher. A move out west led her to software training and consulting specializing in Microsoft Office for students of all levels.

Anu Manchanda

Anu Manchanda has 18 years of college-level Computer Science teaching experience. She combines research with a passion for simplifying complex topics through real-world examples. Her inclusive teaching approach fosters a supportive, accessible learning environment for all students.



Microsoft Word

Please see our website for more detailed course descriptions.



About

Microsoft Word is the most popular word processing program in the world. If you wish to create letters, reports, documents, etc., Microsoft Word is the software most commonly used.

Class Location:

Virtual OR FVCE Computer Lab, Credo Christian High School 21846 52nd Ave, Langley / Room 111

Microsoft Word Level One \$289.99 +GST

Instructor Lori Dowhaniuk / Anu Manchanda
3/5 sessions - 15 hours

This course is designed for students who desire the skills necessary to create, edit, format, and print basic Microsoft Word documents. It teaches students how to create and edit documents, apply formatting options, set tabs and indents, manipulate the text using features such as copy, paste, and preview, and then print the document.

Offering 1: Wed, Oct 1 to Oct 29, 9:30-12:30pm

Offering 2:  Wed, Oct 1, Oct 29, 6:30-9:30pm

Offering 3: Sat, Nov 15, Nov 29, 9:30-3:00pm

Microsoft Word Level Two \$289.99 +GST

Instructor Lori Dowhaniuk / Anu Manchanda
3/5 sessions - 15 hours

This course teaches students intermediate Microsoft Word skills that can be combined with basic skills to create more complex documents. Students will look at features such as inserting pictures or shapes, setting up columns of information, saving repetitive pieces of text or graphics for easy access at a later date, styles, and templates to produce professional-looking business documents.

Offering 1: Wed, Nov 12 to Dec 10, 9:30-12:30pm

Offering 2:  Wed, Nov 12 to Dec 10, 6:30-9:30pm

Offering 3: Sat, Jan 10 to Jan 24, 9:30-3:00pm

Microsoft Word Level Three \$269.99 +GST

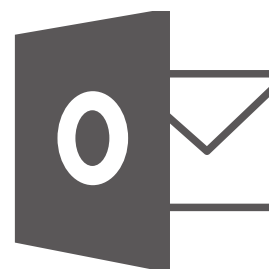
Instructor Lori Dowhaniuk 4 sessions - 12 hours

This course teaches students advanced skills to create a variety of complex documents. Need to work on a company manual? We'll show you how to add a table of contents, an index and footnotes. Working on a project for school? We'll show you how to add a bibliography. Need to protect your document from changes? We will cover how to restrict editing in the document and password protect your document. You will even learn about Word's built-in blogging tools.

Offering 1: Wed, Jan 21 to Feb 11, 9:30-12:30pm | Offering 2:  Wed, Jan 21 to Feb 11, 6:30-9:30pm

Microsoft Outlook

Please see our website for more detailed course descriptions.



About

Microsoft Outlook is the email program found in Microsoft Office. Though primarily an email client, Outlook also includes such functions as calendaring, task managing, contact managing, note-taking, journal logging, and web browsing.



Class Location: FVCE Computer Lab, Credo Christian High School 21846 52nd Ave, Langley / Room 111

Microsoft Outlook \$284.99 +GST

Instructor Lori Dowhaniuk 6 sessions - 12 hours

More and more, a working knowledge of Microsoft Outlook is becoming an absolute 'must have' on your resume if you are seeking a clerical or management position within the business world.

This course teaches students how Outlook is structured, how to use the mail module to create, edit, format, and send messages, as well as how to manage incoming messages, use the calendar module to schedule appointments or meetings with others, and then use the contacts module to create and edit a list of contacts.

Offering:

Thurs, Oct 23 to Nov 27, 6:30-9:30pm

Microsoft PowerPoint

Please see our website for more detailed course descriptions.

Class Location: Virtual

Microsoft PowerPoint \$284.99 +GST

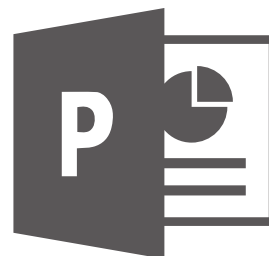
Instructor Lori Dowhaniuk 6 sessions - 15 hours

This course teaches students how to create presentations. You will use a variety of basic commands, functions, and capabilities. Students will understand how PowerPoint can be used to structure and create presentations. The course is designed for computer users who are new to presentation managers..

Offering 1

Wed & Thurs, Dec 11 to Jan 29, 6:30-9:30pm

No Class: Dec 25 or Jan 1



Supervisory Skills Certificates

Instructor Alison Dennis 5 sessions

Class Location:  Virtual

Level One: \$269.99 +GST

Offering 1: 

Tues, Oct 7 to Nov 4, 7:00-9:30pm

Level Two: \$269.99 +GST

Offering 1: 

Tues, Nov 18 to Dec 16, 7:00-9:30pm

Level Three: \$269.99 +GST

Offering 1: 

Tues, Jan 13 to Feb 10, 7:00-9:30pm

Level One - Foundations of Leadership and Supervision

This foundational course will build your knowledge of what effective leadership looks like and the necessary skills to make you a more successful leader. Topics covered include: Roles of a Supervisor, Leadership Styles – Find out what your preferred leadership style is and its impact on those you lead, The Foundations of Teambuilding, and Basics of Effective Leadership Coaching.

Level Two - The Effective Supervisor

Building from Level One, this course covers other functions a supervisor or manager may be responsible for. Some of the topics covered include: Motivation and Staff Retention, Interviewing skills – how to get the best candidate for the job, How to develop a new employee orientation program, Performance Management as part of an overall talent management program, and A Model for Providing Feedback to Staff. (Pre-requisite is Supervisory Skills Level One).

Level Three - Going Beyond the Basics

Building from Levels One & Two, we develop more advanced skills and begin to get you ready to move from front line supervisor to a more senior level in your organization. In this level of the certificate program topics covered include: Powerful Presentations, Supervisor/Leader Self-Care (and how to recognize when your staff are struggling with their own wellbeing or stress), and Conflict Management. (Pre-requisite for this course is Supervisory Skills Levels One and Two).

Create a Website for Fun, Profit, & Business!

\$74.99 +GST Instructor Kevin Boyd 1 session

Discover the best copy/paste, drag and drop website builders that will meet your needs and create an appealing, modern, dynamic, small business website. Included is a complete comparison review of the top Website and E-commerce Store builders. Determine the best planning and layout for your site's specific requirements, with an attention-grabbing Initial Focal Point. Learn Search Engine Optimization (SEO), Social Media Marketing, and the Tips and Tricks, Dos and Don'ts of website design. Discover the #1 Secret to a successful website and the #1 Mistake that will ruin a business website! Taught by a multi award-winning instructor and published author from Seattle. Lecture.

Class Location:  Virtual

Offering 1: Tues, Nov 4, 6:00-9:00pm



About Instructor Kevin Boyd

Kevin Boyd, M.B.A., M.S., is a former Bell Labs engineer and Vice President of a market leading cardiology software company. He is now a multi-award-winning instructor, published eBay author (Penguin) and the technical editor for The Complete Idiot's Guide to eBay. He is the published author of five books, has appeared on TV, various radio shows, and was interviewed by Bloomberg News and the Seattle Times for his insights into online entrepreneurship. Kevin teaches at over 40 colleges in the U.S. and Canada providing small business owners and new online sellers with the skills necessary for online entrepreneurial success.

Bookkeeping

Class Location:  Virtual OR Credo Christian High School 21846 52nd Ave, Langley OR Suite 111-18663 52 Avenue, Surrey

Bookkeeping and Intro Accounting

Course Details

\$444.99 +GST 8 Sessions

Instructor Robyn Maltais

Choose Virtual OR FVCE Classroom:

Offering 1 & 1A

Fri, Oct 3 to Nov 21

9:30-12:30pm

Offering 2 & 2A

Tues, Oct 14 to Dec 9

6:30-9:30pm

Offering 3 & 3A

Sat, Nov 29 to Jan 31

10:00-1:00pm

No Class: Nov 11, Dec 20, 27



A course manual and/or exercise book is included with your registration fee. Please bring a hand calculator to class. A certificate will be issued upon successful course completion.

Learn accounting basics to understand what your software is doing!

An understanding of basic accounting and bookkeeping is of vital importance to anyone involved in business, even those who are not involved in day-to-day accounting. By the end of this ten week course, you will:

- Understand common accounting terms and have a working knowledge of full-cycle bookkeeping processes
- Be able to set up a Chart of Accounts
- Understand the relationships between journals and ledgers
- Enter transactions in the General Journal, as well as specialty journals
- Post transactions in the General Ledger and special ledgers
- Create Trial Balances
- Account for GST, and complete Tax Remittances
- Complete Payroll journal entries, and remit Payroll deductions
- Complete Bank Reconciliations
- Understand the connections between accounting rules and computerized accounting programs

Students will work with a sample company, using a comprehensive and ongoing set of books for this company. Each lesson builds on the previous ones; by the end of the course, students will have a full set of books including a general journal, sales journal, cash receipts journal, general ledger, accounts receivable sub-ledger, accounts payable sub-ledger. You will also learn to use a more detailed approach to daily/monthly bookkeeping procedures.

Many topics will be covered in more depth such as, year-end and related topics, payroll practice, NSF cheques and bad debts, interest on overdue customer accounts, inventory accounting, credit cards (used/accepted).

On the last day, students will present their set of books and financial statements to the Instructor for a quick review and approval before receiving their Certificate of Course Completion. A course manual and/or exercise book is included with your registration fee. Please bring a hand calculator to class.

Bookkeeping Level Two \$249.99 +GST

Instructor Robyn Maltais 2 Sessions

This course continues the journey where Bookkeeping and Introductory Accounting left off. Build on your foundational knowledge where you are given various receipts and invoices from a client. Figure out how to properly and professionally organize the Income and Expenses for a sole proprietor, proper compilation of invoices and receipts to assist in preparing for Income Tax, completing an annual GST return, how to set up the bookkeeping system, GAAP, preliminary payroll, how to complete GST, PST, Payroll Remittance forms by understanding the General Ledger.

Course manual and/or exercise book is included with your registration fee. A Certificate will be issued upon successful course completion. **PREREQUISITE:** Completion of Bookkeeping Level One.

Choose Virtual OR FVCE Classroom:

Offering 1: & 1A

Sat, Nov 1 to Nov 8, 10:00am-3:30pm

Offering 2 & 2A

Wed, Jan 7 to Jan 14, 9:30am-3:00pm



About Instructor Robyn Maltais

Robyn has over 25 years of experience in the accounting and bookkeeping field.

She has worked in a wide variety of industries such as transportation, construction, farm, agriculture, as well as trust accounting and public practice.

Computerized Accounting

Class Location: FVCE Computer Lab,
Credo Christian High School,
Suite 111-21846 52nd Ave, Langley

sage

See Website for
School Closures

Sage 50 Desktop - Part One \$299.99 +GST

Instructor Amika Kehler 5 sessions - 15 hours

This is an introduction to the accounting program, Sage 50 (for desktop). Using a scenario that mimics a simple small business, students will learn the basics of the program, starting with entering vendor bills, creating invoicing, basic payroll preparation and remittance filing, sales tax filing, and through the cycle to a bank reconciliation. This course covers how to use the program as a tool for bookkeeping, so completion of a bookkeeping course or comprehensive experience with accounting terminology and concepts is a required prerequisite.

Offering 1: Mon, Nov 17 to Dec 15, 6:00-9:00pm

Sage 50 Desktop - Part Two \$299.99 +GST

Instructor Amika Kehler 3 sessions - 15 hours

This class touches on some of the more advanced functions of the Sage 50 (desktop) program, such as setting up employees and modifying payroll functions, planning and reporting, managing inventory and price lists, handling foreign currency, transferring data from supporting programs, as well as problem solving, starting a new company file and converting data from another program, and preparing the year end data for external review. Students will practice using the program tools to follow the basic accounting cycle for a Canadian small business.

Offering 1: Mon, Jan 5 to Feb 2, 6:00-9:00pm

qb ^{intuit} quickbooks

See Website for
School Closures

QuickBooks Online - Part One \$299.99 +GST

Instructor Amika Kehler 3 sessions - 15 hours

This is an introduction to the cloud-based accounting program, Quickbooks Online. Using a scenario that mimics a simple small business, students will learn to navigate the program, enter and pay vendor bills, and create invoices and receive payments. An introduction to bank feeds, reconciliations and sales taxes as well as report generation is also provided. Completion of a bookkeeping course or comprehensive experience with accounting terminology and concepts is a required prerequisite.

Offering 1: Fri, Nov 28 to Dec 12, 9:00-2:30pm

QuickBooks Online - Part Two \$299.99 +GST

Instructor Amika Kehler 3 sessions - 15 hours

This class touches on a few of the more advanced functions of the cloud-based Quickbooks Online accounting program, including managing inventory and price lists, handling foreign currency and updating price lists, starting a new company file and converting data from another program, and preparing the year end data for external review. Students will learn to use the available program components as they apply to Canadian small businesses, and a demo of the (separate) payroll module will be provided.

Offering 1: Fri, Jan 9 to Jan 23, 9:00-2:30pm

Payroll Fundamentals

\$249.99 +GST Instructor Robyn Maltais 2 Sessions

During this practical, information-packed course you will learn step-by-step procedures for preparing and maintaining payroll records. You will learn to calculate payroll including taxable, pensionable and insurable amounts, CPP, EI and Income Tax and to prepare remittances. You will also learn to prepare T4s and T4 Summaries, Record of Employment (ROE) and WCB reports. The course also includes a detailed review of Employment Standards rules and application to payroll, and WorkSafe BC requirements.

Class Location: Virtual OR FVCE Classroom,
Suite 111-18663 52 Ave, Surrey AND Credo
Christian High School 21846 52 Ave, Langley

Offering 1 & 1A 

Sun, Oct 19 & Oct 26, 10:00-3:30pm

Offering 2 & 2A 

Fri, Feb 6 & Feb 13, 9:30-3:00pm

Income Tax

Class Location:  Virtual OR Credo Christian High School 21846 52nd Ave, Langley

Instructor Robyn Maltais

Please see our website for more detailed course descriptions.

Basic Personal Income Tax

\$154.99 +GST 2 Sessions

This is a perfect course for those that want to learn how to prepare their own Income Tax return using Studio Tax.

Learn to prepare your own T1 Return and understand the various T slips. Students will learn how to claim their donations and gifts, medical expenses, tuition and education amounts, childcare expenses and employment expenses, interest on student loans,

Offering 1 & 1A 

Tues, Jan 6 & Jan 13, 6:30-9:30pm

Income Tax For Small Business

\$154.99 +GST 1 Session

Are you self-employed? Maybe you're thinking of starting a small business, or already own one?

Learn to organize income and receipts for your T1 tax return using Studio Tax software. We'll cover the T2125 form (Statement of Business or Professional Activities), claiming vehicle and home office expenses, and which costs qualify.

Offering 1 & 1A 

Tues, Jan 20, 6:30-9:30pm

Income Tax For Real Estate

\$154.99 +GST 1 Session

Do you own real estate or rental property? This practical and informative session is designed to help property owners navigate the financial responsibilities that come with rental income. This class will help you navigate rental income, complete the T776 form, and understand eligible expenses to maximize tax efficiency.

Offering 1 & 1A 

Tues, Jan 27, 6:30-9:30pm

Investing 101 \$44.99 +GST

Instructor Edwin Palsma, BBA, CFP 1 session

We need our money to work hard so we won't always have to. In this session, you will learn about investment strategies ranging from TFSA's to RRSP's/RRIF's to RESP's. From guaranteed investment strategies like ladder GICs and annuities to higher returns mutual funds, ETFs, bonds, and stocks. Edwin will also teach you how to evaluate a stock or bond and find out if they are appropriate for your investment portfolio.

Class Location:
Credo Christian High School
21846 52 Ave, Langley

Offering 1:
Sat, Nov 22
9:30-12:00pm

Family Estate Planning \$44.99 +GST

Instructor Edwin Palsma, BBA, CFP 1 session

Did you know that if you leave a disorderly estate, the taxman, lawyers, and courts could take a large percentage of your hard-earned wealth? Estate planning is not just about writing your will, it's about Powers of Attorney, Living Wills and creating peace of mind for you and your family.

This course will take you through the components of a good estate plan. Included will be some strategies to minimize taxes, maximize proceeds to heirs, reduce legal and probate fees, and foster an environment of friendly family communication regarding your estate.

Class Location:
Credo Christian High School
21846 52 Ave, Langley

Offering 1:
Sat, Jan 24
9:30-12:00pm



About Instructor Edwin Palsma

Edwin Palsma a father for three great kids and loves squash, soccer, hiking, disc golf, motorcycling, craft breweries, and talking philosophy. Edwin is a Certified Financial Planner with over 20 years of teaching experience. He specializes in Investment, Insurance, Tax, and Estate Planning and has taught thousands of people how to make smarter decisions with their money. He's the author of a book "Financial Fables - 29 Stories To Help You Make Smart Decisions About Money" which is available on Amazon or to purchase in his class. His office is in Fort Langley.

Learning Skills

Class Location:
Credo Christian High School
21846 52 Ave, Langley

Triple Your Reading Speed

\$49.99 +GST Instructor Terry Small 1 session

Do you have enough time to read? Are you tired of feeling info-whelmed? Too many emails? Have you ever finished a page and asked yourself, "What did I just read?" Chances are, you are reading far below your brain's capabilities. Whether you are a student, business person, or a recreational reader, you can quickly, easily, and dramatically improve speed and comprehension!

Offering 1: Sat, Jan 24, 9:30am-12:30pm

How to Get Better Grades in School

\$49.00 +GST / family Instructor Terry Small 1 session

You can make this your child's best year ever in school! Smart students have secrets. Terry Small's student success system shows your kids how to take charge of their time and succeed! Parents and students attend this seminar together to learn proven strategies and study secrets that have helped 220,000 students to excel. Guaranteed: better grades, self-confidence, more free time, and fun learning!

Offering 1: Mon, Jan 12, 7:00-8:30pm

Retirement Thinking Workshop

\$129.99 +GST Instructor Doug Berg 5 sessions

**Class Location: Credo,
21846 52 Ave, Langley**

**Offering 1:
Mon, Nov 17 to Dec 15
7:00-8:00pm**

Thinking of retirement perhaps in the next five years? Or perhaps you're recently retired and floundering? Not sure what to anticipate in retirement?

This course will assist the participant in preparing for the psychological changes that will occur in the transition to retirement. Retirement planning is more than money calculation. It also includes intentional thinking about direction. Your well-being in retirement will depend on a lot of things: your health, relationships, unique identity, as well as purpose and meaning in life. Each session includes thought-provoking exercises that you can process individually or with your partner. As you work your way through these tools, you'll create a personal plan for a retirement that you are excited about.

Building Services Worker Program

\$789.00 +GST

Class Location:
Credo Christian High School
21846 52 Ave, Langley

If you are seeking a unionized custodial position within a School District, City, Hospital or Health Care Facility in BC, you will likely require a BSW Certificate. Even if you are considering starting up your own contract custodial business, the information, skills, and training experience provided in the BSW Certificate course should be considered essential.

The course consists of a combination of classroom instruction and hands-on experience to train you in areas of cleaning, chemicals, equipment, floor and carpet care, public relations and safety. You'll learn business knowledge needed to calculate job requirements, and to complete successful quotes for cleaning jobs, if required. You will also complete the requirements for a WHMIS Certificate. Students must have a good command of the English language.

Evening Course

23 Evening Sessions Instructor Scott Robertson
Classes: Mon-Thurs, 6:00-9:15pm

Offerings:

**1F25 Sept 29 to Nov 6
2F25 Nov 10 to Dec 18**

**3F25 Jan 12 to Feb 19
1WS26 Feb 23 to Apr 2**

Saturday Course

9 Full-day Sessions Instructor Allan San Andres
Classes: Saturdays, 8:30-3:15pm

Offerings:

**1F25 Oct 18 to Dec 20
1WS26 Feb 14 to Apr 18**

Teresa Collins

Class Location: FVCE Classroom,
Suite 111-18663 52 Avenue, Surrey

Please see our website for more detailed course descriptions.

Reiki Level One

\$249.00 +GST Teresa Collins 3 sessions

Step into the world of energy healing. This foundational course serves as your entry point into the ancient Japanese practice of Reiki, allowing you to tap into the universal life force energy and channel it for healing and balance.

Offering 1: Tues, Sept 9 to Sept 23, 6:00-9:00pm

Offering 2: Thurs, Oct 2 to Oct 23, 6:00-9:00pm

No Class: Oct 9

Boundaries

\$59.99 +GST Teresa Collins 1 session

Feeling drained after being around certain people? You're not alone and it's not a character flaw. It's a sign your boundaries need some love. This empowering class will explore what healthy boundaries actually look like in real life—not walls, but bridges that protect your energy and support honest connection.

Offering 1: Wed, Oct 1, 6:00-9:00pm

Offering 1: Wed, Jan 7, 6:00-9:00pm



Exploring The Spirit Guides

\$88.00 +GST Teresa Collins 1 session

Learn how to cultivate a deeper connection with these wise and loving beings in our everyday lives. This journey as we open our hearts and minds to the loving presence of our spirit guides and discover the profound wisdom they have to offer.

Offering 1: Wed, Oct 8, 6:00-9:00pm

Offering 2: Thurs, Jan 29, 6:00-9:00pm

Introduction to Intuitive Ability

\$88.00 +GST Teresa Collins 1 session

Whether you call it heightened intuition, a sixth sense, or psychic ability, this beginner-friendly class will introduce you to the world of intuitive gifts. Intro to Intuitive Ability explores what these powerful abilities are and provides foundational tools to help you start unlocking them within yourself.

Offering 1: Wed, Oct 15, 6:00-9:00pm

Offering 2: Wed, Jan 28, 6:00-9:00pm

Reiki Level Two

\$444.00 +GST Teresa Collins 4 sessions

Dive deeper into the healing energies of Reiki and unlock new dimensions of wellness for yourself and others.

In this transformative course, you'll access greater healing power, heal others with confidence, harness the power of reiki symbols and enhance your health and well-being.

Offering 1: Wed, Nov 12 to Dec 3, 6:00-9:00pm

Crystal Magick

\$88.00 +GST Teresa Collins 1 session

Embark on an enchanting journey into the mystical realm of crystal magick with our transformative course, "Crystal Magick: Unleashing the Power Within." Discover the ancient wisdom and profound energies contained within these radiant gemstones as you learn to harness their potent magick for healing, manifestation, and spiritual growth.

Offering 1: Mon, Oct 6, 6:00-9:00pm

Offering 2: Wed, Jan 21, 6:00-9:00pm

Energy Awareness

\$149.99 Teresa Collins 3 session

Develop a deeper understanding of how your energy influences your experiences and relationships by learning practical techniques to foster positivity, balance and harmony.

This course equips you with the knowledge and tools to protect your energy, your space and keeping you grounded and peaceful in your day-to-day life.

Offering 1: Tues, Oct 14 to Oct 28, 6:00-9:00pm

Offering 2: Tues, Nov 18 to Dec 2, 6:00-9:00pm

Chakra Health

\$88.00 +GST Teresa Collins 1 session

Embark on a journey of self-discovery and holistic healing as we delve into the fascinating world of chakras in "Chakra Health: The Pathway to Inner Harmony." In this enlightening course, you'll gain a deep understanding of the seven main energy centers within the body and learn how they influence your physical, emotional, and spiritual well-being.

Offering 1: Mon, Oct 20, 6:00-9:00pm

Offering 2: Wed, Jan 14, 6:00-9:00pm

Intuitive Oracle Card Reading

\$111.00 +GST Teresa Collins 2 sessions

Step into the mystical world of oracle and tarot cards and unlock the profound wisdom.. Whether you're a novice seeker or a seasoned mystic, this experiential journey will empower you to harness the ancient art of card reading to gain insights, guidance, and clarity in your life's journey.

Offering 1: Mon, Oct 27 to Nov 3, 6:00-9:00pm

Offering 2: Tues, Jan 20 to Jan 27, 6:00-9:00pm

Manifesting Magic

\$88.00 +GST Teresa Collins 1 session

Whether you're new to the world of manifestation or a seasoned manifesting magician, this course offers practical tools, profound insights and transformative practices to support you on your journey of conscious creation. Get ready to unleash your inner magic, and create a life beyond your wildest dreams.

Offering 1: Wed, Nov 5, 6:00-9:00pm

Offering 2: Tues, Jan 13, 6:00-9:00pm

Empath 101

\$88.00 +GST Teresa Collins 1 session

Being an empath is a beautiful gift—but without the right tools, it can feel like a burden. Explore what it really means to be an empath in today's world. You'll learn how to work with your sensitivity, not against it so you can show up in your life with more clarity, calm, and confidence.

Offering 1: Thurs, Nov 20, 6:00-9:00pm

Offering 2: Thurs, Jan 22, 6:00-9:00pm

NEW

Power of Intuition

\$88.00 +GST Teresa Collins 1 session

Learn practical techniques to enhance your intuitive abilities and trust your inner guidance so you can to read the room and pick up on unspoken emotions. It's a valuable skill for leaders, coaches, and anyone seeking to understand others on a deeper, more intuitive level.

Offering 1: Wed, Dec 10, 6:00-9:00pm

Introduction to Healing Yourself

\$88.00 +GST Teresa Collins 1 session

Start your healing journey with simple, effective tools to connect with your mind, body, and soul. Discover empowering techniques to feel lighter, balanced, and connected.

Join us to learn grounding techniques to center your energy, emotional release practices to let go of stress, basic breathwork for calming and balance and self-compassion to nurture your journey. Perfect for beginners!

Offering 2: Thurs, Jan 15, 6:00-9:00pm



About Instructor Teresa Collins

As an expert in Energy and Education, Teresa Collins has taught hundreds of students around the globe for over a decade. Voted #1 Life Coach and Top Reiki Master in her area in 2023.

In addition to a highly successful practice, her titles include EMDR Therapist, Hypnotherapist, Reiki Master, Life Coach, published author, speaker and educator. Teresa brings with her a vast amount of experience and a fun a easy to understand teaching approach. Her classes are highly effective and enjoyable.

Cookie Decorating

All Class Locations: Credo Christian High School,
21846 52nd Ave Langley / Kitchen

Each course 1 session



Cookie Decorating

\$110.00 +GST

Do you love cookies and want to learn the art of decorating them? Join me for a fun and creative class and learn how to make beautiful cookies for gifts, for fun, or even to sell.

Unleash your inner artist (and sweet tooth!) for this fun and relaxing class - perfect for beginners, hobby bakers, or anyone who just loves cookies! In this hands-on class, you'll learn the basics of cookie decorating using royal icing. We'll walk you through: How to outline, flood, and detail cookies, tips for working with colors and consistencies and easy techniques for beautiful results - no experience needed!

You'll decorate a set of themed sugar cookies (provided for you!) and leave with your own edible creations, plus the skills to keep decorating at home. Whether you're looking for a creative day out, a new hobby, or just a sweet way to spend time with friends or family - this class is for YOU! Please bring a container to transport your cookies home.

Fall Theme

Offering 1:

Sat, Sept 27, 9:30-12:30pm

Woodland Creatures

Offering 2:

Sat, Nov 22, 9:30-12:30pm

Christmas Theme

Offering 3:

Sat, Dec 13, 9:30-12:30pm

Valentines Day

Offering 4:

Sat, Jan 31, 9:30-12:30pm

Cupcake Decorating for Beginners

\$150.00 +GST

Love at First Bite. Join us to create edible masterpieces while you conquer your buttercream fears and transform silky frosting into stunning cake art! You'll learn how to decorate cupcakes using different techniques and embellishments. Whip up perfectly textured, spreadable icing every time, master piping techniques, and learn design tips on how to produce a professional look. You'll leave with an American Buttercream Frosting recipe and 6 beautifully decorated cupcakes. Please bring a container to transport your cupcakes home.

Offering 1:

Sat, Jan 24, 9:30-12:30pm



About Instructor Verona Jungling

Hi! I am Verona of The Accidental Cookie Company. I started my little sugar cookie decorating business 5 1/2 years ago but I've been a creative person in many areas such as oil painting, watercolour painting and crafting my entire life! I always learn things the hard way by trial and error and I will be teaching you how to do things with the wisdom of what I've learned so we can just have fun and create. You will learn about icing consistency and tips and techniques to create sugar cookies that will look too good to eat but still taste amazing!

When I'm not decorating cookies, I enjoy walks with my dog, Odie, painting, knitting, reading and spending time with my family.

Italian Cooking

All Class Locations:
Credo Christian High School, 21846
52nd Ave Langley / Kitchen

Please see our website for more detailed course descriptions.

This class is hands on, bring an apron and a container for leftovers.

Lasagna Bolognese Style

\$129.99 +GST Instructor Marzia Bellotti

Learn how to make an authentic Italian Meat lasagna. We will start from fresh pasta, rolling out lasagna sheets. We will also make the best Meat sauce you ever had and béchamel sauce.

Offering 1: Sat, Feb 7, 10:00-1:00pm

Homemade Potato Gnocchi

\$129.99 +GST Instructor Marzia Bellotti

In this class we will make homemade potato gnocchi and Ricotta Gnocchi with creamy sauce.

Offering 1: Sat, Nov 15, 10:00-1:00pm



About Instructor Marzia Bellotti

Mamma Marzia, founder of Bella Cibo, born in Naples and grew up in the Valtellina in northern Italy, moved to Vancouver in 2003 to follow the big love of her life: Italian Cooking. Seven years later Mamma Marzia now hosts classes from her kitchen and is able to inspire hundreds of people with the passion and love for Authentic Italian cooking. She treats her students like her family and shares tidbits from her Italian cultural traditions.

Bake Bread

with Abigail

Each course 1 session Instructor: Abigail Shirley

Bring an apron and a two bread bag/containers, to take home your freshly baked bread, and extra dough and a jar to bring a jar with lid to take home starter.

All Class Locations: Credo Christian High School 21846
52nd Ave Langley / Kitchen

About Instructor Abigail Shirley

After years of residing on the West Coast of Canada, our beloved instructor, Babette, has moved on to a new adventure! Abigail comes personally recommended by Babette, and we look forward to her continuing to help our students achieve their sourdough goals. She focused on a simpler approach to sourdough, making this art more accessible and attainable to anyone wanting to begin their own journey!

Gluten Free Sour Dough Bread

\$150.00 +GST

Come and learn all about gluten free sourdough starters, the different gluten free flours, possible additions and inclusions as well as different approaches to gluten free baking and fermentation. Note: The bread is gluten free but the kitchen is not a gluten-free facility.

Offering 1:

Sat, Nov 29, 10:00-3:00pm

Sourdough Bread

\$150.00 +GST

Sourdough for beginners! Learn about the different types of starters and how they differ from commercial or fresh yeast. Learn how to mix, shape and bake your very own sourdough loaf and go home with a bit of sourdough starter so that you can continue on your sourdough journey!

Offering 1:

Sat, Oct 18, 10:00-3:00pm

Offering 2

Sat, Jan 17, 10:00-3:00pm

Make Cheese with Paula

All Class Locations: Credo Christian High School, 21846 52nd Ave, Langley / Kitchen

Please see our website for more detailed course descriptions.



Mozzarella and Bocconcini

\$110.00 +GST Instructor Paula Nelson-Maddison

Learn how to make your own hand stretched mozzarella cheese turning it into an appetizer worthy of the cover of Bon Appetit Magazine! This is a demonstration style: taste, touch, feel class that will demystify the process of making your own cheese. Also learn some creative and unique serving ideas. Instructions and ingredients to make over 4 lbs of mozzarella at home are included.

Offering 1: Sat, Oct 4, 10:00-12:00pm

Offering 2: Sat, Jan 10, 10:00-12:00pm

Monterey Jack

\$110.00 +GST Instructor Paula Nelson-Maddison

Come and spend a few hours with Paula and learn how to handcraft your own Monterey Jack.

Join us in this demonstration style class to learn the history, science and process of making your own cheeses, using readily available ingredients.

You will bring home comprehensive instructions, as well as ingredients, to make your own Monterey Jack at home!

Offering 1: Sat, Oct 4, 1:00-3:00pm

Asiago

\$110.00 +GST Instructor Paula Nelson-Maddison

Join us for a demonstration class and learn how to make your own pressed Asiago cheese from start to finish.

You'll receive detailed instructions and starter cultures to create your own wheel of cheese, ready to age at home.

Paula will guide you through each step, debunking the myth that cheese making is complicated.

Using readily available store-bought milk, she'll show you how to create delicious, high-quality cheese in your own kitchen.

Offering 1: Sat, Jan 10, 1:00-3:00pm



About Instructor Paula Nelson-Maddison

Learn more about Paula at MakeCheeseWithPaula.ca

Living on Gabriola Island for over 20 years and trying to be as sustainable as possible, Paula Maddison has spent the past 8 years hand crafting her own delicious cheeses. Using products readily available and demystifying the idea that cheese making is difficult, Paula's classes are comprehensive, delicious and a lot of fun. .

Tasting Your Way Through the Hive

\$44.99 +GST Instructor Kristen Penhall 1 session

NEW

Every hive tells a story. Join us as you taste your way through the hive, sampling and smelling local bee products. Discover the incredible world of honeybees—one taste at a time!

In this immersive, hands-on workshop participants will explore the diverse and fascinating foods and medicines produced by bees.

All Class Locations:
Credo Christian High School
21846 52nd Ave, Langley

Offering 1:
Sat, Oct 25, 10:00-11:30am
Offering 2:
Sat, Jan 17, 10:00-11:30am



About Instructor Kristen Penhall

Join Kristen Penhall, an experienced beekeeper, who's love and passion for all things bees has grown into an educational program she has built to share the knowledge she has gained over the years. Learn more about her by checking out her website at www.kristenpenhall.com.

Foodsafe Classes

\$90.00 +GST Instructor Dean Scovill, R.E.H.O. 1 Day Course

All Class Locations:
Credo Christian High School
21846 52nd Ave, Langley



Saturdays, 8:30-4:30pm

Offering 1: Sept 27

Offering 2: Nov 29

Offering 3: Jan 31

This is a government-certified course that is designed for those who are employed or seeking employment as restaurant staff, caterers, vendors, or anyone handling food. The FoodSafe program covers procedures for preventing food borne illnesses. Upon successful completion, participants will be registered with the Fraser Health Authority and receive a FoodSafe Certificate recognized by the BC Hotel and Restaurant Association.

Handbook included. Course tuition includes a \$24 fee for a workbook and Health Department Certificate Processing charges.



Pruning & Gardening

All Class Location: Credo Christian High School
21846 52nd Ave, Langley



Pruning the Right Way – Trees & Shrubs

\$64.99 +GST Instructor Amanda Jarrett 1 session

Learn what to do and how in this important class! Take the guesswork out of pruning. In the morning, you will start out in the classroom learning the foundations, dos, and don'ts of pruning the right way. Become educated in promoting plant health by learning proper pruning cuts, plant anatomy and how plants heal themselves. Learn about selecting the right tools for the job and how to use them. Your class continues after lunch with a visit to a local garden (locations vary) for demonstrations and further instruction. Bring your pruning gear and your lunch for an informative and fun day. Please dress for the weather. Your own transportation is required for the field trip.

Offering 1: Sat, Nov 8, 9:30-3:30pm

Lawn Care

\$34.99 +GST Instructor Amanda Jarrett 1 session

Incorrect maintenance is the most common reason for grub devoured lawns. Learn how to cultivate a lawn you can be proud of! In this class you will learn: what to do, how to do it the right way and when to do it. You will learn the what/how/when of lawn care using organic and common sense methods.

Offering 1: Sat, Sep 20, 1:00-3:30pm

Preparing for Fall

\$44.99 +GST Instructor Amanda Jarrett 1 session

There's lots to do in the garden to prepare it for the change of seasons and the coming year. Join us to learn what you need to do to reduce your maintenance. Topics include: planting bulbs, what to cut back, how to properly cut back, lawn care, planting, dahlias, and so much more!

Offering 1: Sat, Sep 20, 9:30-12:00pm



About Instructor Amanda Jarrett

Amanda is a professional horticulturist and educator for over 20 years. She is a certified Red Seal Landscape Horticulturist and a Certified Organic Land Care Professional with diplomas and certifications from St. Clair College, Gaia College, University of Guelph and University of Florida. Amanda is a retired instructor and course developer of horticultural courses at numerous colleges. She is also an avid gardener, freelance writer, lecturer, horticulture photographer and author of the successful book, Ornamental Tropical Shrubs published by Pineapple Press.

Languages

Class Location: Credo Christian High School
21846 52nd Ave, Langley

Spanish for Beginners \$194.99 +GST

Instructor Carlos Rabago 7 sessions

Prepare for travel with this course. Simple vocabulary and key phrases will be taught, supported by instruction in basic grammar. No prior knowledge of Spanish is necessary. All texts and materials are included in the course price.

Offering 1: Wed, Sept 24 to Nov 5, 7:00-9:00pm

Intermediate Spanish \$194.99 +GST

Instructor Angelica Venegas 7 sessions

For people eager to take the next step in learning the language. Read a variety of stories taken from real life situations, with a cultural focus in peculiarities of Spanish speaking countries. Also learn basic grammar and broaden your vocabulary. All texts and materials are included in the course price.

Offering 1: Wed, Nov 26 to Jan 21, 7:00-9:00pm

No Class: Dec 24, 31

French Level One \$194.99 +GST

Instructor Georges Boudjok 7 sessions

This course is for students who have little or no previous knowledge of French. It is a course designed to give you basic language skills for use during travel or to begin building proficiency in French to increase your employment possibilities, it will also enable you to participate with your children as they practice French at home for school. Although it is primarily an oral approach, you will also cover the fundamentals of French grammar. No prior knowledge is necessary.

Offering 1: Tues, Oct 7 to Nov 25, 7:00-9:00pm

No Class: November 11



All Class Locations:
Credo Christian High School
21846 52 Ave, Langley

Guitar

Instructor Alex Pruess 8 sessions

Guitar Level One 189.99 +GST

Have you always dreamed of playing guitar but didn't know where to start? Whether you're picking up a guitar for the first time or want to brush up on the basics, this class is your perfect starting point.

Offering 1: Wed, Sept 24 to Nov 12, 6:00-7:30pm

Offering 2: Sat, Sept 27 to Nov 29, 9:30-11:00am

No Class: Oct 11, Nov 8

Guitar Level Two 189.99 +GST

It's time to go beyond the basics. This is a direct follow up to Guitar Level One. In Guitar Level Two, you will improve your skills and understanding as a guitar player.

This course is designed for players who have a basic understanding of the guitar and are ready to expand their skills and improve their technique!

Offering 1: Wed, Sept 24 to Nov 12, 7:30-9:00pm

Offering 2: Sat, Sept 27 to Nov 29, 11:00-12:30pm

No Class: Oct 11, Nov 8

Improve Your Memory

Improve Your Memory by 700% (Yes, Really!)

\$54.99 +GST Instructor Graham Best 1 session

"There is no such thing as a bad memory, only a lazy or untrained one." This amazing, nationally-acclaimed course will teach you how easily your memory can be expanded. You'll recall names and faces, remember where you parked your car, your passwords, and even what your friends take in their coffee. Includes a complete set of handouts and every Student will receive a copy of Graham Best's e-book, *'How To Remember What's His Name.'*

Class Location: Credo Christian High School,
21846 52nd, Ave Langley

Offering 1: Sat, Sept 20, 9:00-12:00pm

Offering 2: Sat, Nov 15, 9:00-12:00pm

Bible Memory Seminar

\$69.99 +GST Instructor Graham Best 4 sessions

Learn to train your brain to remember extended passages from the Gospels word-perfectly. You will be amazed at how easy this is! These strategies are tried and true, and leave people wondering why they weren't taught them years ago.

Class Location:  Virtual

Offering 1: Thurs, Nov 13 to Dec 4, 6:00-7:30pm

Retaining The Power of Memory for Seniors

\$54.99 +GST Instructor Graham Best 1 session

You've heard it said "you can't teach an old dog new tricks." This is not true. Anyone can have a sharp mind, and learn anything at almost any age. You will learn to be attentive to the daily things of life, and be sharper than you've ever been. Register early for this popular class!

Class Location: Credo Christian High School
21846 52nd Ave, Langley

Offering 1: Sat, Oct 4, 9:00-12:00pm

Offering 2: Sat, Dec 13, 9:00-12:00pm



An Evening of Astronomy \$29.99 +GST Instructor Tim Stephenson 1 session

Class Location:
Credo Christian High School
21846 52nd Ave, Langley

Offering 1:
Tues, Oct 7, 7:00-9:00pm

Offering 2:
Tues, Nov 25, 7:00-9:00pm

Offering 3:
Tues, Jan 20, 7:00-9:00pm

****Purchase 1 Adult seat & bring a school age student (grade 12 or younger) for FREE!**

An Evening of Astronomy removes the mystery of space as we will explore the solar system, discover the far reaches of the galaxy and bring the universe into focus. With images of some of the greatest wonders of the night sky, you will begin to see why the cosmos has captured the imaginations of people for millennia.

Tim Stephenson, an award-winning astronomy teacher from British Columbia, will make the universe accessible. A visually stunning presentation detailing discoveries of planets and moons nearby, explaining the dynamic nature of the galaxies and helping to understand the question "How do we know that?"

What is the nature of the universe? How did it come to be? What is our place within the extraordinary vastness of time and space? Whether you are an avid science enthusiast or a total novice, you will expand your knowledge beyond the light horizon.

Glass Work

Class Location: Credo Christian High School 21846 52nd Ave, Langley

See our website for more detailed course descriptions.

Fused Glass

\$59.99 +GST Instructor Debbie Hungle 1 session

Fused glass is a unique, fun and easy way to try working with glass.

Have a fun and amazing day as you quickly learn and practice the basic skills and techniques of fused glass. Using colourful pieces of glass, you will create 2 items.

There are several options to choose from – let your imagination take the lead

Your pieces will be fired in a kiln and returned to you at a later workshop, as indicated by your Instructor. If that pick-up date does not work for you, the office will contact you to arrange pickup.

Sun Catchers & Coasters

Offering 1:

Sat, Oct 18, 1:00-4:00pm

NEW

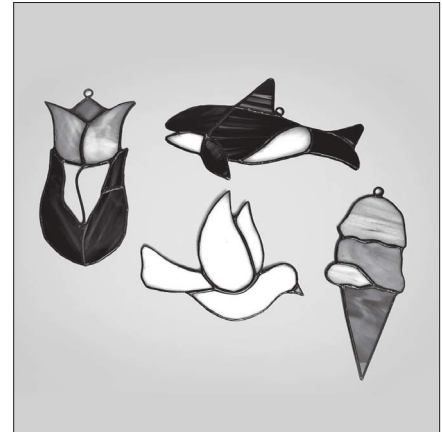
Offering 2:

Sat, Nov 15, 1:00-4:00pm

Christmas Ornaments

Offering 3:

Sat, Dec 6, 1:00-4:00pm



Fused Glass Dishware

\$99.99 +GST Instructor Debbie Hungle 1 session

Spoon Rest & Soap Dish

Add a splash of creativity to your kitchen and bathroom with this fun fused glass class! You'll design and create two useful pieces, a spoon rest and a soap dish, perfect for everyday use or as handmade gifts. Choose from a variety of patterns or follow your own inspiration.

Offering 1: Sat, Oct 18, 9:30-12:00pm



Serving Plate

This fused glass serving plate has beautiful results whether it is a simple abstract or a complicated design. There are designs to suit everyone's interest and experience. The size is 6" x 11" and is mostly flat with the edges slightly raised. It makes a useful and lovely serving plate.

Offering 1: Sat, Nov 15, 9:30-12:00pm

December 6: Christmas Candy Dish

Design a festive fused glass dish that's as sweet as the treats it will hold!

In this hands-on class, you'll create a one-of-a-kind 6" x 7" candy dish featuring a mosaic-style Christmas tree. Embellish your design with colorful presents, garlands, ornaments, and more. Bring your holiday spirit and creativity!

Offering 1: Sat, Dec 6, 9:30-12:00pm



Art Classes

All Class Locations:
Credo Christian High School
21846 52nd Ave, Langley

Acrylic Essentials

\$239.99 +GST Instructor Tony O'Regan 6 sessions

Learn the essentials of composing and painting a variety of subjects in acrylic, such as floral, landscape, forest and coast. Basic principles of color-mixing and selection and important techniques of painting will be covered. Suitable for all skill levels from beginner through intermediate.

Materials, for in-class use, are included in the course fee!

Offering 1: Wed, Oct 15 to Nov 19, 6:30-8:30pm

Offering 2: Wed, Jan 7 to Feb 11, 6:30-8:30pm

Drawing Essentials

\$254.99 +GST Instructor Tony O'Regan 8 sessions

Have you ever wanted to learn to draw? Here is your chance. We will start at the beginning with essential exercises in line and form. We will go through the ten basics, such as gesture, line, texture, mass, space, silhouette, figure-ground, tonality, light/shading, and perspective. As well as the basics, we will aim to produce some skilled and finished drawings.

Offering 1: Mon, Oct 20 to Dec 8, 6:30-8:30pm



About Instructor Tony O'Regan

Tony O'Regan was born in Cork, Ireland and grew up Canada and in Florida, and was educated in Art and Architecture. Tony painted in Paris and the West Coast of Ireland. He taught Art and Design in major universities for over 20 years, including Emily Carr University and UBC.

Watercolour Painting

\$164.99 +GST each Instructor Bryce Willushaw 5 sessions

Supplies not included.

Watercolour Painting Level One

Designed specifically for beginners, this course introduces the basics and fundamentals of watercolour techniques, color theory, and brush handling. No prior painting experience required.

Offering 1:

Wed, Oct 15 to Nov 12, 7:00-9:00pm

Offering 2:

Sat, Oct 18 to Nov 15, 10:00-12:00pm

Watercolour Painting Level Two

Elevate your current watercolour skills with our Level Two class. This course delves into more advanced painting techniques, and in-depth colour mixing. It also introduces more complex subjects.

Offering 1:

Wed, Nov 19 to Dec 17, 7:00-9:00pm

Offering 2:

Sat, Nov 22 to Dec 20, 10:00-12:00pm

Watercolour Painting Level Three

Take your watercolour painting to a higher level. This advanced course is designed for experienced watercolourists ready to master their craft, explore new possibilities and develop a personal style.

Offering 1:

Wed, Jan 7 to Feb 4, 7:00-9:00pm

Offering 2:

Sat, Jan 10 to Feb 7, 10:00-12:00pm



About Instructor Bryce Willushaw

With diplomas in Fine Art, Interactive Digital Design and Animation Art and Design, Bryce has worked as a storyboard artist, illustrator, animator, graphic artist, web designer, portrait artist, product designer and media marketing consultant. Bryce has continued to run his own business and teaching classes including Photoshop, drawing, painting, portrait drawing and watercolour painting.

Floral Arrangement

Class Location: Credo Christian High School 21846 52nd Ave, Langley

Please see our website for more detailed course descriptions.

Floral Arrangement Fundamentals

\$299.99 +GST each Instructor Vanessa King 6 sessions

Florals 1.0

Offering 1:

Wed, Sept 10 to Oct 15, 6:00-8:30pm

Florals 2.0

Offering 1:

Wed, Feb 4 to Mar 11, 6:00-8:30pm

Join Vanessa King for a fun filled series of classes where you will receive hands-on guidance and step by step instructions from the creative herself.

You will come out of each class with an elegant design and an abundance of knowledge to share with your friends and family about flower meanings, design and proper care and handling.

You will be provided with everything you need to craft the design using the elements & principles of floral design.

Fall Floral Arrangements

\$149.99 +GST Instructor Vanessa King 3 sessions

Offering 1:

Tues, Sept 16 to Oct 7, 6:00-8:00pm

No Class: Sept 30

The fall floral class will revolve around the décor aspect of floral design. Join us to create three different arrangements ideal for decorating your home around the holidays! The unique aspect of fall arrangements come from it's blend of exotic colours and textures, and this class will not disappoint.

Included in these workshop classes, you will also learn how to care for the flowers being used and gain insight into some history surrounding traditions at this time of year.

Christmas Floral Arrangements

\$149.99 +GST Instructor Vanessa King 3 sessions

Offering 1:

Tues, Dec 2 to Dec 16, 6:00-8:00pm

From petals to pine, join us to design your floral holiday delights! In this three session Christmas workshop, we will be learning useful, beginner friendly skills for all your Christmas decorating and gifting needs!

In this hands-on class, you'll make three amazing take-home projects including a full, round & rustic Christmas wreath, a centerpiece and a Christmas lantern arrangement (lantern included).

A supply fee of \$60 per night is payable to the instructor. This extra fee is to pay for the fresh flowers, greenery and supplies that you will use at each class. This is in addition to the registration fee. A certificate will be issued upon each course completion.



About Instructor Vanessa King

Vanessa's floral education began in 2011, and she received her Floral Design Certification in Spring 2012 from University of the Fraser Valley. Her goal with this class is to bring a fun, new perspective to an age-old art; proving what it is both timeless and customizable to every era, social climate, and individual personality.

Home & Family Organization

Class Location:
Credo Christian High School
21846 52nd Ave, Langley

Offering 1: Sat, Oct 18, 9:30-12:00pm

Offering 2: Sat, Feb 7, 9:30-12:00pm

"It's Time to Get My Documents Together!"

The Absolutely Indispensable Binder

\$49.99 +GST Instructor Diana Cruchley 1 session

Your house is on fire? Grab your Indispensable Binder. You are temporarily incapacitated? Your Indispensable Binder allows others to keep things going. Your executor isn't sure where to look? They just need your Indispensable Binder. Join us to learn how to create this handy reference that will allow you to quickly find:

- Legal Documents such as Wills, Power of Attorneys, Property Titles, Investments, passports and Nexus Cards
- Bank account and computer information
- Medications
- Pet information
- Contact information for your friends
- Business contacts

Leave the workshop feeling inspired, and empowered, to "get it all together" at last. You will leave with handy tips to make it easier and take the guess work out of what is needed when the unthinkable happens.

Binders will be on hand to flip through during the workshop, **but are also available for purchase on the day for \$45, payable directly to the instructor.**



Taught By
Instructor
Diana Cruchley
See bio on website



**Class Location: FVCE Classroom,
Suite 111-18663 52 Ave, Surrey OR
Credo Christian High School 21846
52nd Ave, Langley**

Photography

Photography Basics

\$159.99 +GST Instructor Rob Dunne 5 sessions

Enjoy taking better photographs! This relaxed and enjoyable course will teach you the important basics of photography allowing you to take control of your camera and improve your images. The course has been designed for both film and digital camera users. You will learn about camera operations, exposure, composition, filters, lighting, and creative techniques. The course will also cover organizing and editing digital images.

Your 4th class will be in the morning instead of the evening for a Field trip to Fort Langley

Offering 1: Sun, Oct 19 to Nov 16, 6:30-8:30pm

Offering 2: Tues, Jan 6 to Feb 3, 6:30-8:30pm

No Class: Jan 27

Perfect Portraits

\$54.99 +GST Instructor Rob Dunne 1 session

Bring every face to life through your lens. Join this fun, hands-on workshop and take portraits you're proud to share. Led by experienced portrait photographer Rob Dunne, you'll explore practical techniques for creating beautiful portraits in both indoor (home studio) and outdoor settings. You'll cover lighting setups, posing techniques, composition and framing to flatter, effective backdrops and optimizing your settings for portraits. Basic knowledge of manual settings is helpful but not required. Please bring your camera.

Offering 1: Tues, Nov 18, 6:30-9:30pm

Offering 2: Sun, Jan 18, 6:30-9:30pm

Home Maintenance & Repair

All Class Locations: Credo Christian High School
21846 52nd Ave Langley

Instructor Rob Shula Each course 1 session

See website for full descriptions



Plumbing and Tiling classes have an additional product fee, payable directly to the instructor. See website for details.

Residential Electrical Level One

\$54.99 +GST

There are a number of electrical items around the home that the average homeowner can manage safely. In this course you will learn to change out a Light Fixture, Re-wire a Socket, and Install a Dimmer, etc.

Offering 1: Sat, Oct 18, 9:30-12:30pm
Offering 2: Thurs, Dec 4, 6:00-9:00pm
Offering 3: Sat, Jan 17, 9:30-12:30pm

Toilet & Vanity

\$54.99 +GST

Bathroom Plumbing Maintenance & repair is one area where the homeowner can save money by doing it yourself. Learn about the home plumbing system, required tools, plumbing maintenance, and reparation techniques.

Offering 1: Sat, Nov 1, 9:30-12:30pm
Offering 2: Sat, Dec 13, 9:30-12:30pm

Tiling: Flooring

\$54.99 +GST

Are you considering replacing your Bathroom, Laundry Room, or Foyer Floor? Small flooring projects like these are well within the capabilities of the average homeowner. In this course you will cut, apply, and grout tiles to a plywood/cement board base.

Offering 1: Sat, Oct 4, 9:00-12:30pm
Offering 2: Sat, Nov 29, 9:00-12:30pm

Residential Electrical Level Two

\$54.99 +GST

To register for this class it is recommended you take Electrical I prior. By the end of the class, students will be able to wire in a 3-way light switch, assemble/repair an extension cord, breaker box wiring and more!

Offering 1: Sat, Oct 18, 1:00-4:00pm
Offering 2: Thurs, Dec 11, 6:00-9:00pm
Offering 3: Sat, Jan 17, 1:00-4:00pm

Kitchen Sink & Appliances

\$54.99 +GST

Students should take Plumbing I before Plumbing II. They will measure, cut and install pex water lines. Students will cut and install ABS sink drainage system. Also they will install kitchen sink baskets for a double sink. Lastly they will remove and replace components in a toilet tank.

Offering 1: Sat, Nov 1, 1:00-4:00pm,
Offering 2: Sat, Dec 13, 1:00-4:00pm

Tiling: Backsplashes

\$54.99 +GST

Replacing the backsplash in your kitchen or Bathroom is an inexpensive way to freshen up the look of the room. Switch out some of the fixtures such as Faucets, Knobs, Towel Racks, etc., and it can make it look like a new room.

Offering 1: Sat, Oct 4, 1:00-4:30pm
Offering 1: Sat, Nov 29, 1:00-4:30pm

FALL CLASSES NOW OPEN

Back in the classroom, & online.

Register for your course today.



www.FraserValleyContinuingEducation.ca