



Continuing Education

College Prep Courses

Preparing you for entry into our diploma or certificate programs.

Your Education and Career Success Starts Here

Are you ready to embark on a transformative educational journey that will empower you to reach your academic goals?

While our College Prep Courses are primarily designed to help you meet the entry requirements for our programs, they are also open to all individuals seeking to enhance their professional skills and update their knowledge in specific areas. Choose from a selection of course options where you'll have the opportunity to upgrade your foundational knowledge in subjects such as Math, English, Biology, and more. Our interactive classes led by experienced instructors foster a supportive learning environment where you can actively participate in discussions, engage in hands-on activities, and apply your newfound knowledge.

Quality education employers value.

Connect with an advisor today for detailed program information:

📞 403-235-9300 | 1-888-235-9370

📍 802 Manning Road NE, Calgary, AB T2E 7N8

✉️ columbia@columbia.ca



columbia.ca



Program Delivery: Online



Start Dates: Every 5 weeks
(Subject to enrollment)

Course Selection

Foundational Courses

Course Fee: \$250 + textbook fee

★ 100% tuition discount available for those who qualify

Duration: 40 hours
5 weeks

Schedule: Monday & Wednesday or Tuesday
& Thursday 5:30 PM – 9:30 PM

ENGL 074 – Advanced English Grammar and Writing Fluency

- This course is designed to improve academic writing by focusing on sentence and paragraph length writing. It will include, but is not limited to, sentence fragments, misplaced and dangling modifiers, and faulty parallelism. Grammar will be studied and practiced. Advanced writing skills will be developed. Students will be expected to complete a significant amount of reading and writing outside of the classroom to meet the requirements of the course.

ENGL 102 – English for Professional Purposes

- This course develops proficiency in various forms of writing, critical thinking and analysis, listening and speaking, and examination of various reading materials. A special focus is placed on reading and analyzing articles related to professional programs.

MATH 101 – Foundation Mathematics for Professionals

- This course is for learners who require a refresher in key mathematical concepts – basic math skills, fractions, decimals, percentages, ratio and proportion, algebra, equations and problem-solving. Before starting this course, students will need to fully master basic arithmetic using a self-study booklet.

BIO 103 – Human Biology Prep for Nurses

- This course focuses on the basic Biology knowledge and skills required by persons employed in a variety of health care contexts. These include a study of human systems such as the digestive, respiratory, and nervous systems. Additional topics may be covered as needed.

Technical Courses

Course Fee: \$100

★ 100% tuition discount available for those who qualify

Duration: 6-9 hours
3 weeks

Schedule: Once a week 5:30 PM – 8:30 PM

COMP 101 – Computer Skills and Online Learning.

- This course develops technology skills used in online learning. It focuses on communicating in an online classroom and completing assignments using Office 365 software: Teams, Word, Excel and PowerPoint. Focus is also placed on improving typing speed and accuracy.

How to Register

Provisionally Accepted Student

If you are provisionally accepted into one of our diploma or certificate programs and need upgrading:

1. Your advisor will make a College Prep plan
2. Fill out a registration form
3. You may be eligible for a 100% tuition discount
4. Purchase and pickup up your textbooks

Non-Student

If you are interested in enhancing your knowledge and skills for personal and professional development:

1. Fill out a Registration Form
2. Pay for the course and
3. Purchase and pickup your textbooks