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## ANSWERS TO YOUR QUESTIONS

### What are the employment prospects?

Upon completion of this program, graduates will have acquired the professional knowledge and skills which will enable them to find employment in a wide range of challenging careers in large and small businesses, in the public sector services (governments, school divisions, hospitals, etc.), in the financial sector, in consulting firms specializing in the commercial uses of information systems, etc.

### What are the entrance requirements?

Students must have a Manitoba high school diploma or its **equivalent** and the following courses: Français 40S or Français 40G, English Language Arts 40S or English Language Arts 40G, and one of the following courses: Mathematics 40S (this course is highly recommended) or Mathematics 40G or its equivalents, Applied Mathematics 40S, or Pre-Calculus 40S.

OR

Be considered a mature student, as follows:

- a) Applicants who will be 21 years of age on or before December 31 in their year of registration and who do not meet the high school requirements;
- b) Applicant must be a Canadian citizen or a Permanent Resident;
- c) Applicants who do not meet certain entrance requirements.

The GED (General Educational Development) Certificate as well as the Français 40S or Français 40G courses and the Mathematics 40S or Mathematics 40G courses or equivalents are highly recommended.

To be successful in the program, students must have a basic practical knowledge of the equipment needed in the field. Prior to the program's starting date, the École technique et professionnelle may require that candidates undergo a placement test in order to assess their practical knowledge of computers.

## **How do I apply?**

Applicants must fill out a program application form obtained from the Registrar's Office and forward it to the following address: Registrar's Office, Collège universitaire de Saint-Boniface, 200, de la Cathédrale Avenue, Winnipeg, Manitoba R2H 0H7. Applicant's official high school transcript and the required application fee (\$60 for Canadian citizens and Permanent Residents and \$90 for international students) must be submitted with the completed program application form.

## **Is it possible to work part-time during the two-year program?**

It is possible to work part-time but the program's heavy workload is significant and diverse, and effective time management skills are essential. It is well advised to limit the number of paid working hours.

## **What are the school year and timetable like?**

The school year is made up of two training sessions from the beginning of September until the beginning of June. Courses are held Monday to Friday between 8:30 a.m. and 6 p.m. At times, courses, workshops or exams may be held evenings or on weekends.

## **Are there bursaries available for the program?**

CUSB is able to provide quality education at a reasonable cost with a variety of different financial supports such as: the Secretary of State's Bursary Program, the Manitoba Student Aid Program, the CUSB's 2000, 3000, and 4000 Excellence Bursaries and its Bursary Program (this bursary program is subject to change) and through *Training for Tomorrow*, an educational awards program. ETP'S tuition fees are comparable to any of Manitoba's postsecondary educational institutions.

## **PROGRAM CONTENT**

### **General description**

Information Technology is a two-year diploma program. Its purpose is to train students in the analysis and the designing of information systems, in installing and maintaining the information systems as well as in the management of computer projects. In addition to a solid training in information technology, graduates of the program acquire general knowledge in accounting, business communication and correspondence, management and communications.

Two options are available to students in the École technique et professionnelle's Information Technology program: the regular program and the co-operative program.

#### **The regular program option**

The two-year Information Technology program targets students with no prior training in information technology or in business administration. Both school years are made up of six (6) courses per session related to the fields of information technology and business administration. The students of the regular program participate in an unpaid four (4) weeks workplace practicum instead of the paid four (4) months co-operative workplace practicum.

#### **The co-operative program option**

The two-year program targets the students registered in the regular Information Technology program. The co-operative program option combines classroom learning with paid on-the-job experience. Co-operative work experience placements are available to qualifying students who have completed first the year, who meet the criteria as defined in the work experience guide and who will be selected according to a predetermined process.

### **Philosophy and training objectives**

The Information Technology program will provide students with highly developed skills in information technology as well as a general knowledge of business management. The program uses the latest technology. In both years, the compulsory workplace practicum provides a healthy practical balance to the theoretical classroom learning that will eventually lead to meaningful employment in the field.

## General training objectives

- to understand the basic principles of information technology;
- to understand and to use new technologies;
- to be able to analyze the needs in information technology;
- to design, suggest and create computing solutions;
- to design and be able to provide software applications management;
- to be able to develop and analyze applications;
- to acquire basic knowledge in business management.

For more information please contact:

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## LIST OF COURSES

### Year I – Session I

CO-104	Introduction to Accounting L.....	45 hours
FR-106	Français I L .....	45 hours
IG-101	Introduction to Programming I L.....	45 hours
IG-105	Software Applications I .....	45 hours
IG-106	Internet and Data Communications - client .....	45 hours
IG-111	PC Configuration and Troubleshooting .....	45 hours
AN-106 <sup>1</sup>	English as a Second Language I L (004.106) .....	45 hours
Or		
AN-001 <sup>1</sup>	Non Credit English as a Second Language I L.....	45 hours
or		
AN-002 <sup>1</sup>	Non Credit English as a Second Language II L.....	45 hours

### Year I – Session II

FR-107	Français II L .....	45 hours
IG-102	Introduction to Programming II L .....	45 hours
IG-107	Mathematics for Computer Science .....	45 hours
IG-108	Databases .....	45 hours
IG-110	Software Applications II.....	45 hours
IG-112	Network Management I.....	45 hours
AN-107 <sup>1</sup>	English as a Second Language II L (004.107) .....	45 hours
or		
AN-001 <sup>1</sup>	Non Credit English as a Second Language I L.....	45 hours
or		
AN-002 <sup>1</sup>	Non Credit English as a Second Language II L.....	45 hours
AI-104	Employment Preparation Workshop I.....	15 hours
SP-101	Work Experience I.....	4 weeks
or		
CP-101	Co-operative Work Experience .....	4 months

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<sup>1</sup> The results of the student's linguistic profile in English will determine the need to register for this course.

### Year II – Session I

AN-102 <sup>2</sup>	Business English and Communication I .....	45 hours
	OR	
AN-106 <sup>2</sup>	English as a Second Language I L (004.106) .....	45 hours
IG-201	Internet and Data Communications - server L.....	45 hours
IG-202	Software Development I.....	45 hours
IG-206	Network Management II L .....	45 hours
IG-207	Multimedia.....	45 hours
IG-214	Emerging Technologies.....	45 hours

### Year II – Session II

AI-201	Employment Preparation Workshop II.....	15 hours
AN-104 <sup>2</sup>	Business English and Communication II .....	45 hours
	OR	
AN-107 <sup>2</sup>	English as a Second Language II L (004.107) .....	45 hours
FR-204	Communication orale .....	45 hours
IG-204	Software Development II.....	45 hours
IG-211	Management of Computer Resources .....	45 hours
IG-212	E - Commerce .....	45 hours
IG-213	IT Security .....	45 hours
SP-201	Work Experience II.....	4 weeks

**NOTE:** The *Information Technology* program and its courses are subject to change.

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<sup>2</sup> The results of the student's linguistic profile in English will indicate which series of English compulsory courses that the student must register for: AN-102 and AN-104 or AN-106 and AN-107.