

## REGISTRATION GUIDE:

The information in this Registration Guide is accurate at the time of printing and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choice. Students should use the Registration Guide dated the year in which they began the program. This guide should be used in conjunction with the official version of the Keyano College Credit Calendar ([keyano.ca/creditcalendar](https://keyano.ca/creditcalendar)), and calendars of appropriate transfer institutions.

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

If you need assistance, contact a Student Advisor: [student.advisors@keyano.ca](mailto:student.advisors@keyano.ca)

If you deviate from this guide, you may not complete the required courses on time to graduate.

**Academic Year: 2023-2024**

**Program Name: Health Care Aide Certificate**

## Add Courses to Schedule

Winter Semester (max 18 credits)					Summer Semester (max 18 credits)				
COURSE CODE	SECTION	COURSE NAME	MINIMUM PASSING GRADE	CREDITS	COURSE CODE	SECTION	COURSE NAME	MINIMUM PASSING GRADE	CREDITS
HCA 120	A & X	Health Care Aide Role & Responsibility	C+	3	HCA 125	A & X	Meeting Complex Care Needs	C+	5
HCA 121	A	The Human Body, Health & Chronic Illness	C+	3	HCA 126	A & X	Special Activities for Clients with Various Health Conditions	C+	5
HCA 122	A & X	Communication & Documentation in Health Care Environment	C+	4	HCA 127	A	Clinical Placement II	PASS	5
HCA 123	A & X	Providing Person-Centered Care & Comfort	C+	5	HCA 128	A	Consolidated Clinical Placement	PASS	3
HCA 124	A OR B	Clinical Placement	PASS	3	<b>Summer registration opens in the Spring</b>				

Full time status for Winter is **11 credits** or more.

Full time status for Summer is **11 credits** or more.

## Graduation

- HCA students must achieve a minimum final grade of 70% in each course and pass the provincial HCA Examination to graduate from the HCA Program and receive the Government of Alberta HCA Provincial Curriculum Certificate.
- Unsuccessful performance in a clinical course, as part of Nursing & Allied Health Studies, will result in a failing grade regardless of the withdrawal date.