

# Registration Guide 2024-25

Keyano College reserves the right to modify the syllabus, curriculum, or schedule of any course/program, or to cancel a course/program entirely, at any time and for any reason. Such changes may be necessary due to unforeseen circumstances, regulatory requirements, or to ensure the highest quality of education.

Students will be notified of any significant changes as soon as possible. Keyano College is not responsible for any inconvenience or disruption caused by these changes. It is the responsibility of the students to stay informed about any updates or modifications to their courses.

The information in this Registration Guide is accurate at the time of publication and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choices. This Guide should be used along with the official version of the Keyano College Credit Calendar ([keyano.ca/creditcalendar](https://keyano.ca/creditcalendar)).

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

**If you need assistance**, send a screenshot of your Self Service issue to [student.advisors@keyano.ca](mailto:student.advisors@keyano.ca)

**Self Service instructions**, including a Frequently-Asked Questions & Troubleshooting document, can be found here: [Course Registration - Keyano College](#)

**If you choose not to follow the course sequence in your Program of Study, you might not complete the required courses in time to graduate.** Please see the program of study table with prerequisites listed for each course, to determine your progress toward graduation. Prerequisites are established to ensure students have the academic foundation to be successful in their courses.

**The following SECTION codes are reserved for specific programs. If you register for these sections when you are not in the program, additional charges may be added to your account.**

**Business Administration:**

- BAV & BVHF are reserved for **Business Aviation Diploma**
- ES & ESHF are reserved for **eSport Management Diploma**
- HR & HRHF are reserved for **Human Resource Management Diploma**

**Childhood Studies:**

- ABLD & EBLD are reserved for **Applied ELCC Diploma**

**University Studies:**

- GOV is reserved for **Governance & Civil Studies Diploma**
- NURS is restricted to **Bachelor of Science in Nursing Degree**
- PN is restricted to **Practical Nurse Diploma**
- SOWK is restricted to **Social Work Diploma**

**These sections will be removed from the schedules of students not in the programs for which they are reserved.**

## Multi-Part Courses

If your course includes a laboratory, tutorial, clinical, or practicum, please register for ALL required parts, and choose matching section codes.

For example:

- BUS111 lecture A **and** laboratory A
- CHEM101 lecture B **and** laboratory BL **and** tutorial BT1

**Please Note:** All schedules are tentative and subject to change until the [last day to add/drop classes](#) each term.

It is the student's responsibility to check for time conflicts in the registration process.

1. **Check for time conflicts.** In Self Service, after you have more than one course in your cart, select **View Cart**

### Section Search

Found 3 results for Course Code = 'BUS' and Registration Type = 'Traditional' and Period = '2018 Spring'.

Showing 1 - 3 of 3

Course	Date	Session
Introductory Accounting I BUS 130/Lecture/E	5/7/2018 - 6/18/2018	2018 Sp Regular Semester

Course Added

Course **BUS 239/Lecture/E** was added to your shopping cart for period **2018/SPRING/Regular Semester**.

[View Cart](#) [Proceed to Registration](#)

College - Main Campus, Syncrude Centre, Room 212

### My Cart

Cart Items	Credits
BUS 130/E 5/7/2018 - 6/18/2018 TueThur, 6:30 PM - 9:30 PM Chandler, Gregory	3.00
BUS 239/E 5/7/2018 - 6/18/2018 MonWed, 6:30 PM - 9:30 PM Krabes, Gregory	3.00

2. Within the Cart, click on **View Schedule** to check for time conflicts.

[Home](#)
[Registration](#)
[My Classes](#)
[My Finances](#)
[My Grades](#)

Cart Active Applications and Offers

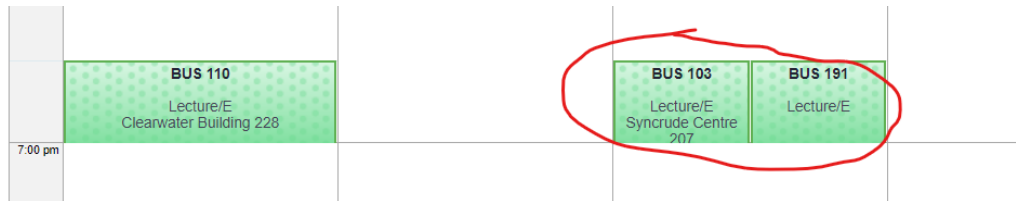
### Cart

2024/Winter

Empty Cart Add Section **View Schedule** Register

Session - Regular Semester Delete Session

3. A time conflict will be visible because two courses are squeezed together in the same box on the grid:



- If there is a time conflict, you will have to choose which course has priority, and drop the other. If there is no course conflict, continue.
  - Back in the Search Sections view, see if there is another section of your course that will not have a time conflict.
  - Continue to add courses, checking for time conflicts after each addition.
- Please see next page for Program of Study guide.

## Program of Study: Practical Nurse Diploma

This diploma program consists of four 4-month terms, plus one 4-month term after Year 1 for the co-op work term. To graduate at the end of four 4-month terms, students must successfully complete all courses listed for each term (also known as Full Load).

**Graduation:** Students with a passing grade in each course, who successfully complete the program of study and obtain an overall Grade Point Average of 1.7 or better shall be issued a diploma. **Grades of D may impact your eligibility to graduate.**

**Transferability:** For information on transfer to various post-secondary institutions, please refer to the Alberta Transfer Guide at [transferalberta.alberta.ca](https://transferalberta.alberta.ca). Please note that every institution has its own policy regarding minimum grades needed for transfer credit.

Based on the number of credits required in an academic year, the number of credits required to reach Full Time (FT) status can vary.

- The six-week Spring term is designated for your first Practicum.
- Students can only be Part Time in Spring.

**You may reduce your course load and do fewer courses per term, but it will take you longer than four terms to graduate and you will incur additional costs.**

# Program of Study: Practical Nurse Diploma

When should I take each course?							Term Program Started				
Max credits	FT*	Course Code	Course Name	Prerequisites course(s) must be completed first	Min Pass	Credits	Fall 2022	Fall 2023	Winter 2024	Fall 2024	Fall 2025
Year 1, Term 1											
23	15	NURS 106	Foundation of Anatomy & Physiology Please select the PN section to avoid conflicts		C-	6	F22	F23	W24	F24	F25
		COMM 103	Communications for Nursing		C-	3	F22	F23	W24	F24	F25
		ENGL 1XX	1 <sup>st</sup> year University English Please select ENGL104/PN to avoid conflicts		C-	3	F22	F23	W24	F24	F25
		PN 155	Nursing Foundations I: Intro to Nursing		C-	4	F22	F23	W24	F24	F25
		PN 158	Health Assessment		C-	4	F22	F23	W24	F24	F25
		PSYCH 103	Intro to Psychology		C-	3	F22	F23	W24	F24	F25
Year 1, Term 2											
19	15	HE ED 102	Health Education: Individual Health & Wellness		C-	3	W23	W24		W25	W26
		PAPHY 105	Pathophysiology for Health Care Professionals	Corequisite: PHARM 130 & PN 156	C-	3	W23	W24		W25	W26
		PHARM 130	Basic Pharmacotherapeutics	Corequisite: PAPHY 105 & PN 156	C-	3	W23	W24		W25	W26
		PN 156	Nursing Foundations II: Basic Nursing	PN 155, 158, ANPH 100 & 101 or NURS106	C-	7	W23	W24		W25	W26
		SOCY 100	Introductory Sociology		C-	3	W23	W24		W25	W26
Year 1, Term 3											
5	n/a	PN 160	Nursing Practice I: Continuing Care	All other Year 1 courses, CPR, Police background check, immunizations, mask fit test, It's Your Move	PASS	5	SPR23	SPR24		SPR25	SPR26
Year 2, Term 1											
22	12	PN 200	Nursing Foundations III: Medical-Surgical Nursing	Successful completion of all Year 1 courses	C-	9	F23	F24		F25	F26
		PN 202	Nursing Foundations IV: Maternity Nursing	All Year 1 courses, PN 200	C-	3	F23	F24		F25	F26
		PN 203	Nursing Foundations V: Pediatric Nursing	All Year 1 courses, PN 200 & 205	C-	3	F23	F24		F25	F26
		PN 205	Nursing Foundations VII: Mental Health Nursing	All Year 1 courses, PN 200, PSYCH 103	C-	3	F23	F24		F25	F26
		PN 210 OR PN 211	Nursing Practice II: Acute Care – Medicine OR Nursing Practice II: Acute Care - Surgery	All Year 1 courses, plus mandatory certifications, CPR, immunizations, It's Your Move, PN 200	C-	4	F23	F24		F25	F26
Year 2, Term 2											
20	12	PN 204	Nursing Foundations VI: Community Nursing	All Year 1 courses, PN 200	C-	3	W24	W25		W26	W27
		PN 206	Nursing Foundations VIII: Transition to Graduate Nursing	All other courses except PN 209	C-	3	W24	W25		W26	W27
		PN 209	Nursing Practice III: Comprehensive Practice	All other courses plus mandatory certificates, Heart & Stroke BLS, police background check, immunizations	C-	7	W24	W25		W26	W27



# Program of Study: Practical Nurse Diploma

When should I take each course?							Term Program Started				
Max credits	FT*	Course Code	Course Name	Prerequisites course(s) must be completed first	Min Pass	Credits	Fall 2022	Fall 2023	Winter 2024	Fall 2024	Fall 2025
		PN 210 <b>OR</b> PN 211	Nursing Practice II: Acute Care – Medicine <b>OR</b> Nursing Practice II: Acute Care - Surgery	All Year 1 courses, plus mandatory certifications, CPR, immunizations, It's Your Move, PN 200	C-	7	W24	W25		W26	W27

\* FT is abbreviated for Full Time