Registration Guide 2025-2026   Program of Study: Applied Early Learning & Childcare Diploma

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).

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 and include your student ID in the email

Self Service instructions, including a Frequently-Asked Questions & Troubleshooting document, can be found here: Course Registration - Keyano College

Co-op Work Terms are added after completion of all Year 1 courses and co-op related assignments. Please contact wil@keyano.ca for more information.

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** are reserved for **Business Aviation Diploma**
- **ES** are reserved for **eSport Management Diploma**
- **HR** 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. (see specific course combinations, link below)

For example:

- BUS111 lecture A **and** laboratory AL1
- CHEM101 lecture A, laboratory X, **and** tutorial V
- CHEM102 lecture B, laboratory Y, **and** tutorial V2

Please Note: All schedules are tentative and subject to change until the last day to add/drop classes each term.

Course combinations have been created so that students can register in all required courses without time conflicts. Please see Course Combo listings on Course Registration Guides - Keyano College

However, it is the student's responsibility to check for time conflicts in the registration process. Please see "How to add credit classes (register for courses)" instructions.

Please see next page for Program of Study guide.

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Program of Study: Applied ELCC Certificate

Delivered in an apprenticeship style, students will benefit from both theoretical learning in the classroom and periods of on-the-job education in childcare centers. Practical experience is gained with children, developing best practices for childcare at each stage of a child's development.

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. Please note that every institution has its own policy regarding minimum grades needed for transfer credit.

Not coming to Keyano after all?

Once you have registered for classes, **you are responsible for the associated tuition and fees whether you attend or not**, unless you have withdrawn.

PLEASE NOTE: **Non-attendance is not accepted as a notice of withdrawal.**

Students who voluntarily withdraw from the College must submit a **Withdrawal Form** (either signed or sent from your keyanomail account) by a specific date for each term.

Please see our Refund Policy webpage, or pages 17-18 of the 2025-26 credit calendar. (If you have already paid for the term, you may request a refund upon withdrawing by the deadline.)

See the academic schedule for deadlines and due dates.

Course Code	Section	Course Name	Prerequisite course(s) must be completed first	Credits	Min Pass	When should I take each course?	Term Program Started
							Winter 2025
Term 1, Session 1 (four weeks)							
CHSD 101	ABLD	Child Development I		3	D		W25
CHSD 104	ABLD	Guiding Children's Behavior		3	D		W25
Term 1, Session 2 (four weeks)							
ELCC 131	A	Work Integrated Learning I	CHSD 101, CHSD 104	3	PASS		W25
Term 1, Session 3 (four weeks)							
ENGL 100	ABLD	Written Composition		3	D		W25
Term 1, Session 4 (four weeks)							
ELCC 132	A	Work Integrated Learning II	ELCC 131, ENGL 100	3	PASS		W25
Term 2, Session 1 (four weeks)							
ELCC 106	ABLD	Learning Through Play		3	D		SP25
ELCC 123	ABLD	Creative Experiences for Young Children		3	D		SP25
Term 2, Session 2 (four weeks)							
ELCC 133	A	Work Integrated Learning III	ELCC 106, ELCC 123, ELCC 132	3	PASS		SP25
Term 3, Session 1 (four weeks)							
CHSD 201	EBLD	Child Development II	CHSD 101	3	D		F25
ELCC 102	EBLD	Language and Literacy in Early Childhood	CHSD 101	3	D		F25
Term 3, Session 2 (four weeks)							
ELCC 134	A	Work Integrated Learning IV	CHSD 102, CHSD 201, ELCC 133	3	PASS		F25
Term 3, Session 3 (four weeks)							
ELCC 206	EBLD	Planning for Play	ELCC 106	3	D		F25
Term 3, Session 4 (four weeks)							
ELCC 135	A	Work Integrated Learning V	ELCC 134, ELCC 206	3z	PASS		F25