



## Emergency Management Division

### Public Safety Lifeline Tuition Based Training Schedule October 2009 - March 2010

Code	Credit	Date	Location	Tuition
<a href="#">Public Safety Lifeline Leadership</a>				
<b>Prerequisites:</b> None				
ESS121	0.5			
		October 24-25, 2009	JIBC Kelowna	\$295.00
		December 5-6, 2010	JIBC New Westminster	\$295.00
		March 6-7, 2010	JIBC Victoria	\$295.00

Code	Credit	Date	Location	Tuition
<a href="#">Managing Volunteer Programs</a>				
<b>Prerequisites:</b> None				
ESS122	N/A			
		December 3, 2009	JIBC Kelowna	\$199.00
		March 11, 2010	JIBC New Westminster	\$199.00

#### **Class and Registration information**

##### Hours & Classrooms

The PSL Leadership course is held between 8:30 am and 4:30 pm. Please verify class times and room locations when you register.

##### Attendance Requirements

Our course credits are based on full attendance, participation and completion of an assignment/exam for each course.



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### Refunds & Transfers

JIBC course registration fees are refundable, subject to a \$25 administration fee, provided we receive notification at least **seven calendar days** before the course start date.

You may transfer from one course to another up to **seven calendar days** before the start date of your course. Transfers are subject to an administrative charge of \$25.

### Address or name change

Please inform our Registration Office of any change to your name, address, email, or phone # so that we can update our records and stay in touch with you.

### Cancellations

The JIBC reserves the right to cancel courses. A full refund of tuition fees will be issued for courses cancelled by the JIBC. In every case, as much advance notice as possible will be provided. The

JIBC is not responsible for participants' expenses (such as airline or hotel reservations) if a course must be cancelled. We truly regret any inconvenience this may cause.

### Tax Receipts

You may deduct tuition fees from your taxable income if the total amount exceeds \$100 for the year. Income tax receipts (T2202A) will be made available online in February for all courses in the previous year at <http://learning.jibc.ca>. Instructions for accessing and printing tuition tax receipts are available [here](#).

### Transcripts

Unofficial transcripts are available online at no cost. Official transcripts are available from the Registration office for a fee. Visit [www.jibc.ca/registration/services.htm](http://www.jibc.ca/registration/services.htm) for more information.

### Learner Services Fee

As part of a commitment to improving the quality of services for our students, the JIBC will be charging a learner services fee of \$5.00 per course credit. The fee will be applied to credit courses only and will be collected at the time of enrollment. The fee will be tax deductible and will be refundable when a student withdraws before the class withdrawal deadline. The learner services fee will be used to enhance library and technology services for the benefit of students at all JIBC locations.



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### Registration Procedures

To register for Tuition Based courses please contact the Registration Office.

Telephone: 604.528.5590

Fax: 604.528.5653

Email: [register@jibc.ca](mailto:register@jibc.ca)

Mail:

JIBC Registration Office  
715 McBride Boulevard  
New Westminster, BC V3L 5T4

### Contact Us

#### **Emergency Social Services and Public Safety Lifeline Courses**

Lori Chan, Program Assistant, Emergency Social Services

Tel: 604.528.5591 or Email: [lchan@jibc.ca](mailto:lchan@jibc.ca)

#### **Search and Rescue Courses**

Paul Tsui, Program Assistant, Search and Rescue

Tel: 604.528.5786 or [ptsui@jibc.ca](mailto:ptsui@jibc.ca)