

Alberta
University
of the

Continuing Education and Professional Development 2025 Course Calendar As of November 25, 2024

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Register for all of our courses online at:

auarts.ca/continuing-education

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Jewellery and Metals



Adult Personal Interest

Personal Interest courses are taught by professional artists in the same well-equipped facilities that support our degree students. Whether you're new to art, craft or design or have been practicing for years, these courses will help you unleash your inner creative.

Weeknight courses run once a week for eight-weeks across Fall, Winter and Spring semesters.

Continuing Education

and Professional Development

Ceramics

Learn hand building and wheel throwing techniques to create functional and sculptural pottery.

Ceramics Basics

\$540 + GST

24 Hours

Terms: Winter | Fall

Learn the foundational skills of ceramics through hands on instruction and practice. Create one-of-a-kind pieces as you work on simple assignments and get comfortable working with clay and various tools. Finish your projects by glazing and firing them as the final step in the process.

Ceramics: Handbuilding

\$540 + GST

24 Hours

Terms: Spring

Learn technical and aesthetic aspects of hand building sculptural and functional forms, including decoration with slip, glazes and firing. Work through a set of projects designed to give you foundational skill-building practice. Learn best practices while being introduced to different surface treatments.

Ceramics: Wheelthrowing

\$540 + GST

24 Hours

Terms: Spring

Learn the foundational skills of wheel throwing through hands on instruction and practice. Create one-of-a-kind pieces as you work on simple assignments and get comfortable at the wheel. Finish your projects by glazing and firing them as the final step of the process.



Design

Transform ideas into visual concepts using colour, text and images.

Children's Book Illustration

24 Hours \$425 + GST

Terms: Winter

Find out how the professionals illustrate children't books. from character development, beginning thumbnail storyboards, to final illustrations. This course will not teach you how to draw, but will show you how to take the drawing skills you have and apply them to children's book illustration. In addition to learning the process and creating your own illustrations, you will also learn about marketing your work and portfolio preparation.

*Art experience recommended. Not a beginner course.

Design a Board Game

\$370 + GST

24 Hours

Terms: Winter

Explore the history and evolution of board games as you gain an understanding of the importance of the visual design of your game which includes, artwork, layout, and game pieces. You will also figure out your game mechanics (how it's played), player interactions, and how to balance the complexity with the fun. Discuss how to create prototypes and game play tests to refine your game before you are ready to take it to market.

Colour Fundamentals

\$370 + GST 24 Hours

Terms: will resume Winter 2026

Learn the fundamentals of colour theory and more. Colour is a key component in art, design and illustration, setting the tone of what you are communicating. You will select colours to work for you through a series of projects that will deepend your understanding of how colour is essential to your work's effectiveness and success.

Digital Illustration

\$370 + GST

24 Hours

Terms: Winter

Take your illustration skills to the next level and learn how to work in a digital environment. Using your own laptop or tablet with a stylus, you will be led through projects that will help you develop a personal style and increase your creativity as you learn useful techniques along the way, whether you are interested in illustrations geared for editorial or book illustrations. Your instructor will give you lots of time to work, tips on your chosen program and valuable feedback throughout.

Comic Book Basics

\$370 + GST 24 Hours

Terms: Spring | Fall

Create unique comic characters through a series of thumbnail sketches that you develop into final drawings for a comic book or graphic novel. Develop a personal style that becomes identifiable with you as you hone your drawing and communication skills. Use a variety of media including pen and ink, marker, pencil, and waterbased colour to complete your comics.





TERM DATES WINTER | JANUARY - MARCH SUMMER | JULY - SEPTEMBER

Design

Transform ideas into visual concepts using colour, text and images.

Graphic Design: Branding

\$370 + GST

24 Hours

Terms: Winter

Learn the elements of branding, whether for a person, a product, or a company, and how to create something so it's easily recognizable by consumers. You will discuss what a brand can accomplish and identify the best questions to ask to help define a brand identity and determine brand objectives. Look at good and bad examples as you begin a brand strategy for yourself.

*This course emphasizes hand skills; work is not done on a computer.

Graphic Design Fundamentals

\$370 + GST

24 Hours

Terms: Fall

Gain an understanding of visual communication design and the role of a graphic designer. Learn to problem solve and generate ideas through sketching and drawing, to further develop your skills. Emphasis will be on using the elements and principles of design effectively while you work on projects that push your creativity.

*This course emphasizes hand skills; work is not done on a computer.

Illustration

\$370 + GST

24 Hours

Terms: Winter | Fall

Increase your ability to communicate ideas visually as you learn about the different markets where illustration is commonly used. Discuss how to take an idea and explore it visually, in order to expand on it, and create a finished piece. Look at examples to help your understanding as you work on weekly illustrations.

Infographic Illustration

\$370 + GST

24 Hours

Terms: Winter

Increase your ability to communicate information through graphic visual images and symbols as you learn about the different markets where infographics are commonly used. Discuss how to take an idea and explore it through visual representations, to expand on it and create a finished piece. Look at examples to help your understanding as you work on weekly illustrations.

*Art experience recommended. Not a beginner course.

Typography

\$370 + GST

24 Hours

Terms: Winter

Typography is the art of arranging letter forms into words and sentences and is an important element of design communication. Learn the principles of typography and typeface design and gain an understanding of how to improve your viewer's experience. Work with known typefaces and create your own.





Digital Media Arts

Create visual art and media through a variety of digital technologies

Intro to Adobe Creative Suite

24 Hours \$425 + GST

Terms: Winter | Fall

Learn the basics of the Adobe Creative Cloud suite of applications including Photoshop, Illustrator and InDesign, and go beyond simply studying the software, to integrating good design. Work through a series of projects where you focus on how to properly capture, transfer, manipulate, and output images in a clear, concise manner while you apply your knowledge of design fundamentals for clean visual communication. As you work through the projects, you will figure out a digital workflow that makes sense for you and become more comfortable working in multiple programs at once.

*Understanding of design fundamentals is recommended. Not a beginner course.

Digital Illustration

\$370 + GST

24 Hours

Terms: Winter

Take your illustration skills to the next level and learn how to work in a digital environment. Using your own laptop or tablet with a stylus, you will be led through projects that will help you develop a personal style and increase your creativity as you learn useful techniques along the way, whether you are interested in illustrations geared for editorial or book illustrations. Your instructor will give you lots of time to work, tips on your chosen program and valuable feedback throughout.



Continuing Education

and Professional Development

Drawing

Create artwork with traditional drawing materials such as graphite, charcoal & conté.

Botanical Drawing

\$370 + GST 24 Hours

Terms: Winter | Spring | Fall

Drawing botanical and fruit forms from life takes careful perception and good hand eye coordination. You will develop keen observational drawing skills through a number of studio-based assignments, and be introduced to colour theory and how to successfully use colour pencils to get rich, vibrant colours.

Drawing Fundamentals

\$370 + GST

24 Hours

Terms: Winter | Spring | Fall

Gain confidence and fundamental skills in drawing as you work through projects aimed at increasing your perceptive abilities and eye-hand coordination. Focus on the elements of drawing, observation and composition as you explore a variety of drawing media and techniques.

Classical Drawing Techniques

\$370 + GST 24 Hours

Terms: Winter

Using the same methods Renaissance artists used, improve your representational drawing skills, and learn how to capture on paper what your eye sees, not what your mind thinks it sees. You will focus on how to visually analyze your subject matter, create steps for greater accuracy, better proportions, mass and values in your drawings.

Figure Drawing

\$415 + GST

24 Hours

Terms: Winter | Spring | Fall

The human figure is a fascinating subject for both the beginner and experienced artist. Working with a live model, use a variety of media, and gain studio experience in gesture and analytical figure drawing, modeling of form and space through light and shadow, perspective, proportion, and different drawing techniques and methods.

Drawing II

\$370 + GST 24 Hours

Terms: Spring

Build on the drawing skills you acquired in Drawing Fundamentals as you work through a series of projects aimed at increasing your hand-eye coordination and perspective drawing skills. In addition to exploring a variety of mark-making media, you will also be supported in developing a personal vision for your practice. View historical and contemporary art to inform your own work. Participation in group discussion and class critiques will help build your confidence and awareness.

*Drawing Fundamentals or previous drawing experience recommended.





IMPORTANT NOTE:
ALL CLASSES ARE SUBJECT TO CHANGE BASED
ON COURSE DEMAND AND INSTRUCTOR AVAILABILITY.

Drawing

Create artwork with traditional drawing materials such as graphite, charcoal & conté.

Landscape Drawing

\$370 + GST 24 Hours

Terms: Winter | Spring | Fall

Draw landscapes with confidence from observation and location sketches. Landscapes can be complex subjects and understanding where to start, what to include, and what leave out can be overwhelming. You will learn how to simplify your composition, isolate subject matter, and create atmospheric perspective in your drawings. Experiment with different drawing media to illustrate different parts of the landscape: grass, trees, rocks, foliage, and a variety of different skies.

Observational Drawing

\$370 + GST 24 Hours

Terms: Winter

Work from life and draw what is in front of you, as you increase your observational skills, which will help improve your drawing skills. Learn to look carefully and thoughtfully to understand spatial positions, angles, light and shadow, textures and tones. Understand what is important to include and what to simplify to capture the spirit of your subject.

*Previous drawing experience recommended.

"I attended the Drawing Fundamental class and really learned a lot of skills in 8 weeks! Anyone who is interested in arts but afraid to start, this is the place to be!"

- Ami W., August 2024

Perspective Drawing

\$370 + GST

24 Hours

Terms: Winter

Learn the foundations of linear perspective as you draw environments using one, two, and multi-point perspectives. Draw interior spaces and three-dimensional objects with ease and great success. Drawing will be from observation as well as the imagination. Accurate perspective is useful for anyone needing to communicate three-dimensional ideas on paper.

Portrait Drawing

\$390 + GST

24 Hours

Terms: Spring | Fall

Develop your ability to capture the likeness of an individual's face. Gain a strong understanding of proper proportioning of the facial structure and learn how to accurately measure and transfer that onto paper. You will work from both live models and photographs as you experiment with different types of drawing media and techniques.

*Previous drawing experience recommended.

Portfolio Prep

\$370 + GST

24 Hours

Terms: Fall

Focus on building a strong set of drawings to include in your portfolio for submission to AUArts or any other visual arts institution, through a series of drawings including: still life, landscape, the human figure, self-portraiture, and collage - all aimed at increasing your observational drawing skills.

Fibre Arts

Make wearable art using natural or synthetic fibre, materials and dyes

Silkscreening on Fabric

\$430 + GST 24 Hours

Terms: Winter | Spring | Fall

Imagine your own images on fabric! Print your own designs on yardage, clothing, or accessories using pigments and hand-cut stencils to create unique, one-of-a-kind pieces. Learn how to cut stencils for your screens, mix your own colours, and print multiple layers. You will use water-based printing medium on natural fibres

Sewing Basics

\$370 + GST 24 Hours

Terms: Winter | Spring | Fall

Does your sewing machine intimidate you? Do you have sewing projects where you just don't know where start? Learn all the sewing basics you need to get started...no experience required! Get (re)introduced to basic hand sewing techniques, learn how to properly operate a sewing machine, choose fabrics, read a basic pattern, and master basic construction methods. You will also review how to layout a pattern, pin, cut, and mark.

Upcycle your Clothes

\$370 + GST

24 Hours

Terms: Winter | Spring | Fall

Re-consider your clothing's role in your life and redefine its value through care and attention. Through different upcycling techniques, explore the boundaries of your garments and create one-of-a-kind pieces, unique and meaningful to you. Bring in your shirts, jackets, pants, and skirts and add new life to them by deconstructing, re-constructing, and embellishing. You will learn some simple design tips and tricks from your instructor to make your clothes unique and stylish...and fit better.



Glassblowing

Blow hot glass into beautiful objects and forms

Glassblowing & Coldworking Basics

24 Hours \$595 + GST

Terms: Winter | Spring | Fall

Learn the basic processes of hot glasswork, in a fully equipped, professional hot shop studio. Focus on solid and simple blown forms in a small class setting giving you plenty of work time and access to your instructor for assistance and coaching. The last class meeting will provide cold working time to complete your pieces.

*ONLY natural fibre clothing (cotton), long pants and closed-toe shoes are allowed in the hot shop.

Glassblowing Beyond Basics

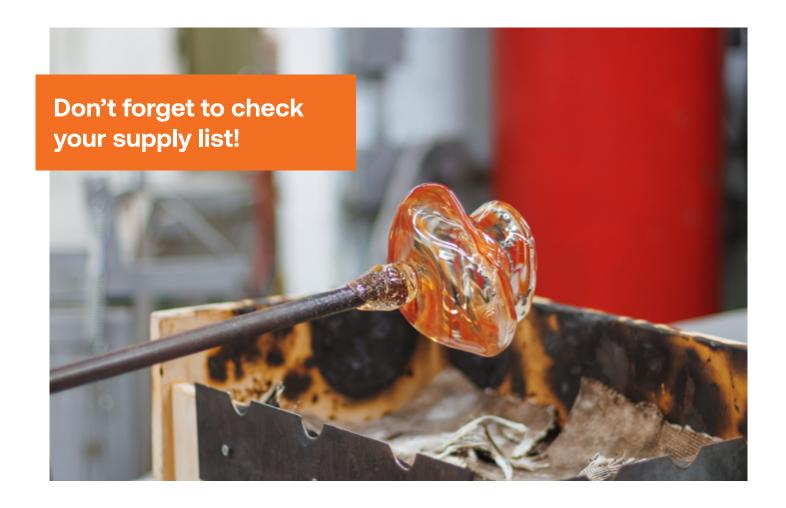
\$595 + GST

24 Hours

Terms: Winter | Spring | Fall

Expand your knowledge of hot glasswork as you develop your skills further in a small class setting with lots of individualized instruction. Challenge yourself and try creating different forms and working with colour. The last class meeting will provide cold working time to complete your pieces.

*Glassblowing Basics or previous glassblowing experience required.



Continuing Education

and Professional Development

Jewellery and Metals

Design and fabricate jewellery & unique metalsmithing creations.

Jewellery Fundaments: Cold Connections

\$550 + GST 24 Hours

Terms: Winter | Spring | Fall

You will be amazed at the jewellery you can make from flat pieces of metal. Learn basic metalworking skills (sawing, piercing, filing, shaping, stamping, surface texturing, and finishing) and how to use simple hand tools in a fully outfitted jewellery making studio. Get ample studio working time and support from your instructor throughout as you learn fabrication processes.

Jewellery: Ring Basics

\$550 + GST

24 Hours

Terms: Fall

This is a beginner friendly course that teaches students the basic techniques of ring making including measuring, piercing, texturing, filing, soldering, shaping, and finishing. Students can expect to create original designs and walk away with two or more rings.

Jewellery Fundaments: Soldering Skills

\$550 + GST

24 Hours

Terms: Winter | Spring | Fall

Soldering opens up a world of creative possibilities in jewellery making. In this technical class, you'll learn essential techniques for joining metal components together through soldering, including butt-joint soldering, sweat-joint soldering, using resists/heat sinks, when and how to use different types of solder, and much more!

Jewellery: Chains & Clasps

\$550 + GST

24 Hours

Terms: TBD

Really hone your sawing, shaping, and soldering skills as you construct chains and clasps from metal wire. Your instructor will present different chain styles and simple clasps—s-hook, toggle, and keyhole with cap for you to practice and perfect.





IMPORTANT NOTE: ALL CLASSES ARE SUBJECT TO CHANGE BASED ON COURSE DEMAND AND INSTRUCTOR AVAILABILITY.

Painting

Learn techniques of painting in either acrylic, watercolour or oils.

Acrylic Painting Basics

\$370 + GST 24 Hours

Terms: Winter | Fall

Acrylic paints are so versatile and perfect for those who are new to painting. Learn the basics of colour theory, paint mixing, application techniques, and composition. You will work through a series of projects while you develop your skills and gain confidence in your painting abilities. Subject matter will focus on still-life and landscape.

Acrylic Painting II

\$370 + GST

24 Hours

Terms: Spring

You have a solid grasp of the fundamentals of painting; now continue working with acrylic paints as you focus on painting subject matter that you choose. Your instructor will work with you to help develop your own style, as you broaden your knowledge of composition and art fundamentals.

*Acrylic Painting Basics required.

Oil Painting Basics

\$370 + GST 24 Hours

Terms: Winter | Fall

Oil paints have a rich, buttery quality that is a delight to work with. Discover for yourself as you learn colour theory, paint mixing, application techniques, and composition. Work through a series of projects aimed at increasing your ability and confidence using the medium. Subject matter will include still-life and landscape.

Oil Painting II

\$370 + GST

24 Hours

Terms: Spring

You have a good understanding of the fundamentals of painting; now deepen your knowledge of painting techniques and art principles while focusing on subject matter that you are really interested in. With support from your instructor, work towards developing your personal style. There will be weekly critiques individual and group.

*Oil Painting Basics required.

Watercolour Painting Basics

\$370 + GST 24 Hours

Terms: Fall

Watercolours can be challenging to work with, especially if you are new to painting, but understanding some basic watercolour handling and techniques will guarantee success. Learn how to stretch paper, proper brush handling, how to work wet-on-wet or dry-brush along with some tricks of the trade and gain skills as you work through projects.

Watercolour Painting II

\$370 + GST

24 Hours

Terms: Winter

You have foundational watercolour painting skills, now take them to the next level and get introduced to more advanced techniques and creative approaches, which will allow you to refine your style and produce more complex and expressive works. Investigate advanced methods, from glazing and layering to creating textures and interesting compositions.

*Watercolour Painting Basics required.



Painting

Learn techniques of painting in either acrylic, watercolour or oils.

Abstract Painting

\$370 + GST 24 Hours

Terms: TBD

Break free from representational painting! Let go and create abstract and non-objective paintings based on your interests. Get introduced to historical and contemporary examples and approaches to abstraction with an emphasis on the materials used, the process, and the impact of the relationship between form and content

*Acrylic Painting Basics required.

Figure Painting

\$415 + GST 24 Hours

Terms: Winter

The human figure has provided artists of all disciplines and skill levels with endless possibilities. Now you can concentrate on the figure as you paint from a live, nude model in the studio each week. You will discuss proportions of the figure while you also focus on tone, colour, form and the relationships of space within your surface. You will look at examples from art history and discuss how to add expression and emotion into your work. The use of oil or acrylic paints is optional and individual technical guidance will be provided for both mediums.

*Previous experience with acrylic or oil painting recommended.

Landscape Painting

\$370 + GST 24 Hours

Terms: Spring | Fall

From a craggy Italian hilltop to a golden Alberta prairie, landscape painting captures the spirit of a location. This course will give you a basic understanding of the challenges of painting the landscape through an analytical approach to perspective, composition, relationships between colour and tone, and manipulation of media.

Architectural Painting

\$370 + GST

24 Hours

Terms: Winter

Whether you are interested in painting skyscrapers, charming county houses or abandoned buildings learn how to capture the character and essence of a structure through light, shadow, and texture while you focus on painting architectural details through the use of proper perspective, proportion, and composition. You will work from photographs and other source materials you provide.

Portrait Painting

\$370 + GST

24 Hours

Terms: will resume Winter 2026

With an emphasis on how drawing and painting work hand-in-hand, you will learn to paint with a sculptural understanding of the human form gaining confidence and an ability to quickly capture the human form and face.

* Acrylic Painting Basics or Oil Painting Basics required.

"I had such a blast in the Abstract Painting class. This was my second Continuing Education class through AUArts."

- Julia M., May 2023



IMPORTANT NOTE:
ALL CLASSES ARE SUBJECT TO CHANGE BASED
ON COURSE DEMAND AND INSTRUCTOR AVAILABILITY.

Photography

Capture and create lasting images using your camera.

Black and White Darkroom Photography

\$395 + GST 24 Hours

Terms: Winter | Spring

There is something really special about taking black and white photos with a film camera and having to wait to see your images. Learn basic camera functions before entering the darkroom. You will learn how to create high quality images in black and white, how to load your film onto a reel and canister in complete darkness, hand process your film, and then use an enlarger to create photographs on light sensitive paper.

* You are required to provide your own film camera.

Digital Photography Basics

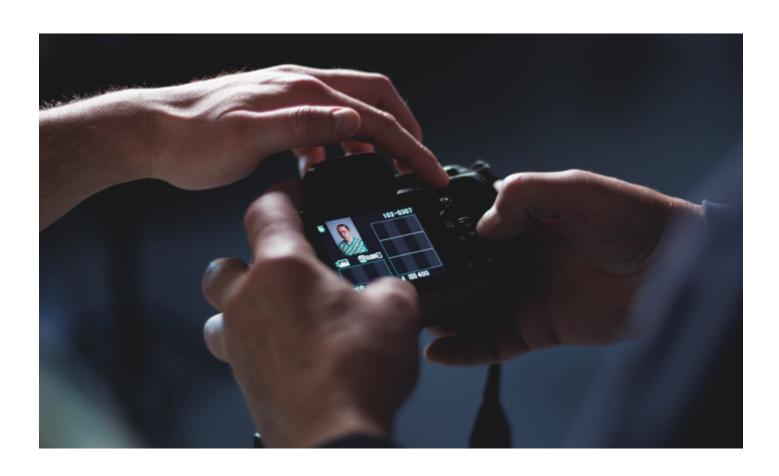
\$385 + GST

24 Hours

Terms: Winter | Fall

Discover how to work your digital camera so you can get out of auto mode and take your picture taking skills to the next level. Learn basic camera operations and how to use your cameras settings, including exposure, aperture, and shutter speed, while you experiment with composition, lighting, and different lens to see how they affect your images. Work through shooting images, file conversion, and digital image management under the guidance of your instructor and get good feedback throughout the course.

* DSLR or Mirrorless only.



Continuing Education

and Professional Development

Print Media

Produce and transfer your ideas onto a variety of surfaces

Linocut I

\$370 + GST

24 Hours

Terms: Winter

Explore the possibilities of relief printmaking through linocut, as you work in a fully equipped studio. Learn how to safely carve your linocut, print with a single colour as you work up to reduction cutting and printing with multiple colours. You will print with a press and by hand, making it easy to continue your practice after the course. Your instructor will offer guidance as you work on your projects and learn new techniques.



Certificate of Achievement

Take multiple Personal Interest courses to enjoy more time in the studio with our instructors and receive a certificate upon completion.

Personal Interest students can apply for a Certificate of Achievement after taking the following courses. To apply, please submit a <u>self-declaration form</u> to Continuing Education at coned@auarts.ca.

*Please note: A Certificate of Achievement is not equivalent to a university degree and does not confer the same academic credentials or qualifications.

Graphic Design Certification of Achievement

Required Courses

- ☐ Drawing Fundamentals
- \square Graphic Design Fundamentals
- \square Intro to Adobe Creative Suite
- ☐ Colour Fundamentals
- □ Typography

Elective Courses (choose one)

Your choice of any Personal Interest course under Design & Digital Media Arts or Drawing

Illustration Certification of Achievement

Required Courses

- ☐ Drawing Fundamentals
- □ Illustration
- ☐ Colour Fundamentals
- ☐ Figure Drawing
- ☐ Perspective Drawing

Elective Courses (choose one)

Your choice of any Personal Interest course under Design & Digital Media Arts or Drawing

Jewellery Skills Certification of Achievement

Required Courses

- ☐ Jewellery Fundamentals: Cold Connections
- ☐ Jewellery Fundamentals: Soldering Skills
- ☐ Jewellery: Chains & Clasps
- ☐ Ring Basics

Elective Courses (choose one)

Your choice of any Personal Interest course following confirmation from Continuing Education

Visual Art Certification of Achievement

Required Courses

- ☐ Drawing Fundamentals
- ☐ Colour Fundamentals
- ☐ Drawing II
- ☐ Acrylic Painting Basics or Oil Painting Basics
- ☐ Acryllic Painting II or Oil Painting II

Elective Courses (choose one)

Your choice of any Personal Interest course under Painting or Drawing



Adult Personal Interest

Weeklong Summer Courses

Get into the studio for five full days of creative productivity. Weeklong Personal Interest courses provide artists with dedicated time and space in a studio environment. In addition to course content and open studio time, you will participate in group discussions and critiques that will deepen your understanding of your work and how others interpret it.

Classes take place on campus, Monday - Friday | 10 a.m. - 4 p.m.



Weeklong Summer Courses

Five full days of uninterrupted productivity. All skill levels are welcome.

100 Drawings in a Week

\$505 + GST

30 Hours

Terms: Summer

Get really creative and push yourself to complete 100 drawing in a week. You'll improve your drawing skills through your sustained drawing practice as your instructor helps you move from concentrating on mostly formal issues to more conceptual ones. Be introduced to past and current artists who have strong drawing practices and participate in individual and group critiques which will aide in your artist growth.

Urban Sketching Week

\$505 + GST

30 Hours

Terms: Summer

Capture the bustling energy of a busy street corner or the quietness of a single person on a bench, as you explore the downtown Calgary. Meet in a different location each day and draw from observation in your sketchbook.

Abstract Painting Week

\$505 + GST

30 Hours

Terms: Summer

Take your abstract painting practice to the next level and spend an uninterrupted week in the studio! Work alongside other abstract painters and build community under the guidance of your instructor as you produce new work or explore a new technique or approach to what you've been doing. You will participate in individual and group critiques throughout the week. Acrylic paint will be the medium used as it is flexible and dries quickly.

Mixed Media and Collage Week

\$505 + GST

30 Hours

Terms: Summer

Working with mixed media can be daunting but it can also be very exciting and freeing. Grow your understanding of working with different materials and techniques as you collage and layer, building up and scratching away your surface to create pieces that are totally unique. Learn about historical and contemporary artists who have used mixed media and the impact of their work within an art context, as well as participate in group discussions and critiques to stimulate your own practice.

Figure for the Week

\$555 + GST

30 Hours

Terms: Summer

Learn a classical approach to drawing and painting the figure as you spend a full week in the studio working from a live model. All artists are supported by the instructor to work on honing their figure drawing and/or painting skills. You will participate in discussions about both the historical and contemporary figures in drawing and painting as well as addressing formal and technical issues. Both individual and group critiques play an important role in the workshop and serve as a valuable learning tool for all artists involved.

Open Jewellery Studio Week

\$675 + GST

30 Hours

Terms: Summer

Here's your chance to complete intricate projects in a jewellery studio, while having access to a professional jeweler for advanced instruction and guidance. Be prepared to generate your own projects. Your instructor will provide technical advice, critical feedback, and new skills demonstrations on request.

*Previous metal fabrication, soldering and jewellery skills and the ability to work independently is required.



TERM DATES
WINTER | JANUARY - MARCH
SUMMER | JULY - SEPTEMBER

Student Resources

Here's everything you'll need to know before you start to your next course.

How to Register
Supply Lists
Getting Here
Refund and Fee Schedule



How to Register

Your step by step guide to enrolling in a Continuing Education course at AUArts

Online Registration

- 1. View our current term course offerings online at <u>auarts.ca/continuing-education/</u> personal-interest
- 2. Click on the desired course(s)
- 3. Click "Add this course to cart"
- Click on your cart on the top right of the page, or directly below "add this course to cart"
- 5. Click "check out"
- 6. Click on "New Account"
- 7. Your username will be your preferred email address make sure the name corresponds to the name of the student taking the course. If you are registering for a child, partner or friend the username needs to be their name.
- 8. Check our website for any early-bird discount offers or promotions before you complete your transaction!
- Once you set up an account, you can log-in anytime to register for more courses, or view your course details and check your schedule.

Assisted Enrollment

Email: coned@auarts.ca

\$25 Fee

Phone: (403) 284 - 7640

Feeling stuck? A member of the Continuing Education Team can assist you with your course registration by email, phone or in-person.

Office Hours:

Monday to Friday 8:30 a.m - 4:00 p.m.

*Please note Assisted Enrollment will incur a \$25 fee on top of your regular tuition. See full fee schedule below.

Accepted forms of Payment

We can accept Visa, Mastercard, American Express, cash, cheque or debit.

FOIP Statement

The information that you provide to the Alberta University of the Arts when you register for Continuing Education courses is collected under the authority of the Freedom of Information and Protection of Privacy Act, section 33(c). This information will be used for academic administration, the administration of Continuing Education support services, scholarship and financial aid awards, marketing and recruitment activities. Your personal information is protected and can be reviewed upon request.



Important Dates

A summary of course term availability and important campus closure dates.





Supply Lists

Each course comes with its own supply list and requirements for your first class. Please be sure to check our <u>current listings on our website</u>. Below are various places to find your supplies on and off campus.

AUArts Bookstore

Your one-stop-shop for all your class needs. AUArts' Bookstore offers student prices that are below retail! You can call ahead and pay for your supplies over the phone and pick them up on the day of your first class.

1st Floor – RM 105 Alberta University of the Arts 1407–14 Ave NW Calgary, AB, T2N 4R3

Phone: (403) 284 - 7663 Email: bookstore@auarts.ca

Office Hours:

Monday to Friday 8:00 a.m - 4:00 p.m.

The bookstore accepts AMEX, Visa and MasterCard over the phone OR you can pay with your Debit Card during pick-up. NO CASH.

Your AUArts course registration confirmation will also get you a 10% discount on art supplies at a number of local, independent art supply stores in Calgary.

Inglewood Art Supply

646 1 Ave NE (Bridgeland) Calgary, AB, T2E 0B6 (403) 265 - 8961

Hours:

Monday – Friday: 9 a.m. - 6 p.m. Saturday: 10 a.m. - 5 p.m.

Kensington Art Supply

120, 6999 11 Street SE Calgary, AB T2H 2S1 (403) 283 - 2288

Hours:

Monday – Thurday: 9 a.m. - 8 p.m. Friday & Saturday: 9 a.m. - 6 p.m. Sunday: 11 a.m. - 5 p.m.

Mona Lisa Materials Ltd.

1518 7 Street SW Calgary, AB T2R 1A7 (403) 228 - 3618

Hours:

Monday - Friday: 10 a.m. - 6 p.m. Saturday: 11 a.m. - 5 p.m. Sunday: closed

Sunnyside Art Supplies

132 10 Street NW Calgary, AB T2N 1V3 (403) 475 - 0608

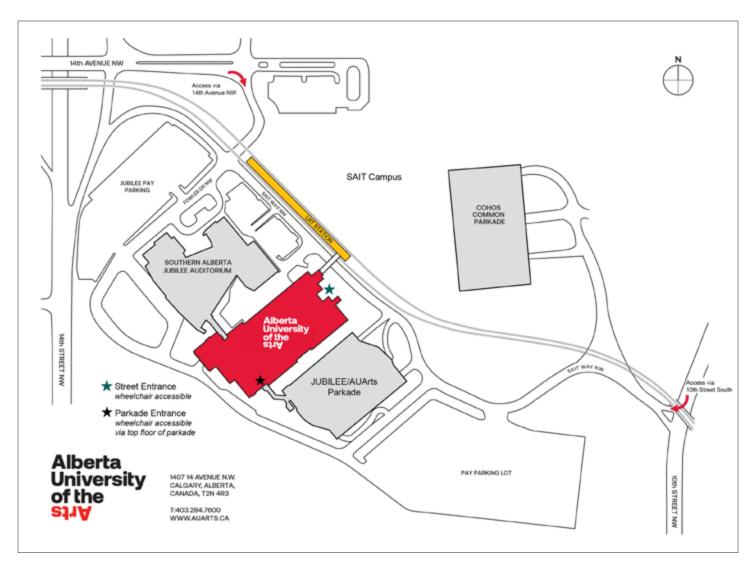
Hours

Monday – Saturday: 10 a.m. - 6 p.m. Sunday: 11 a.m. - 5 p.m.



Getting Here

Your step by step guide to enrolling in a Continuing Education course at AUArts



Jubilee Parkade

Jubilee Parkade is directly adjacent to AUArts on the south side of the AUArts building. It is accessed from SAIT Way. The parkade is operated by Park Plus and is a \$7 flat rate. Pay stations are located on Levels 1, 4, 5 and 6 (top) and walk in the Main AUArts entrance. The security office is located in the main mall, where you can retrieve your ID card.

Student ID Cards

AUArts issues an ID card to each Continuing Education student who is enrolled in on-campus adult Personal Interest courses. Please hold onto your card after the end date of your course for future use. Students are issued one ID card per academic year.

Your ID card will provide access across campus. Use it to release interior doors in stairwells and activate elevators.

*You will need to pick up your ID from the security office before your first class meeting.



Policy and Fee Schedule

Please note the policies and fees that may impact your course registration.

Withdrawals

Withdrawal requests must be submitted by email. Your withdrawal will be effective from the date we receive your request.

Please include the following information:

Your full name Course Title Course start date Reason for withdrawal

Course Cancellations

Courses are subject to cancellation at any time before their start date. Cancellation is based on inability to reach minimum enrollment numbers.

If a course is cancelled we will notify you immediately. You may choose to receive a full refund, or you may transfer to another course in the same term.

Wait Lists

Many of our courses fill up quickly! If you register for a class that is full, you will be automatically added to a waitlist. If a space opens up before the second class, we will contact those waitlisted in the order they were placed on the list.

AUArts Alumni and Staff Discounts

AUArts offers a 10% discount on all adult personal interest courses to AUArts alumni, faculty and staff. Please contact us by email or phone to apply the discount.

Refunds

Refunds are offered on the following terms:

- The \$55 processing fee (+GST) included in your tuition is non-refundable after registration.
- 2. In order to receive a full tuition refund you must withdraw at least seven (7) calendar days before your first course meeting.
- No tuition will be refunded for a withdrawal under seven (7) calendar days before the start date of your course.
- 4. We understand that unexpected circumstances, such as illness or a death in the family may arise. Please email us to discuss your situation and we will evaluate refund requests on a case-by-case basis. You may be required to present a doctors note or other proof of illness.

Fee Schedule

Processing Fee	One-time fee for course registrations. This is non-refundable.	\$55
Assisted Enrollment Fee	This fee will be added to registrations completed with direct assistance from our staff.	\$25
Withdrawal Fee	A service fee applied to cover the administrative costs of processing student withdrawals	\$25
Transfer Fee	and transfers. This fee is waived if notice is given within 24 hours of registration.	\$25
Late Fee	An additional charge applied to registrations submitted after the designated deadline.	\$25
GST	Goods and Services Tax (GST) is applied to the total transaction amount at 5%.	5%

