

# Office Administration Schedule 2021-2022

---

## Accounting/Bookkeeping Certificate (20 weeks)

Kelowna – September

### 2021

September 6	Labour Day (no classes)
September 7	Orientation
September 8	Classes start
October 11	Thanksgiving Day (no classes)
November 11	Remembrance Day (no classes)
November 12	No classes
December 22	Last day of classes before Christmas break
December 24	College closes at 3 p.m.
December 25 – January 3	Christmas Closure (no classes) – Okanagan College closed to the public

### 2022

January 4	Classes resume
February 16	Classes end

Kelowna – January

### 2022

January 20	Classes start
February 21	Family Day (no classes)
March 28 – April 1	Mid-Semester Break (no classes)
April 15 - 18	Easter (no classes)
May 23	Victoria Day (no classes)
June 27	Classes end

## Administrative Assistant Certificate (37 weeks)

Kelowna, Salmon Arm, Vernon, Penticton

### 2021

September 6	Labour Day (no classes)
September 7	Orientation
September 8	Classes start
October 11	Thanksgiving Day (no classes)

<b>November 11</b>	Remembrance Day (no classes)
<b>November 12</b>	No classes
<b>December 22</b>	Last day of classes before Christmas break
<b>December 24</b>	College closes at 3 p.m.
<b>December 25 – January 3</b>	Christmas Closure (no classes) – Okanagan College closed to the public

**2022**

<b>January 4</b>	Classes resume
<b>February 21</b>	Family Day (no classes)
<b>March 28– April 1</b>	Mid-Semester Break (no classes)
<b>April 15 - 18</b>	Easter (no classes)
<b>May 23</b>	Victoria Day (no classes)
<b>June 21</b>	Classes end

**Office Assistant Certificate (17 weeks)**

**Kelowna, Salmon Arm, Vernon, Penticton**

**2021**

<b>September 6</b>	Labour Day (no classes)
<b>September 7</b>	Orientation
<b>September 8</b>	Classes start
<b>October 11</b>	Thanksgiving Day (no classes)
<b>November 11</b>	Remembrance Day (no classes)
<b>November 12</b>	No classes
<b>December 22</b>	Last day of classes before Christmas break
<b>December 24</b>	College closes at 3 p.m.
<b>December 25 – January 3</b>	Christmas Closure (no classes) – Okanagan College closed to the public

**2022**

<b>January 4</b>	Classes resume
<b>January 19</b>	Classes end

**Legal Administrative Assistant Certificate (Litigation - 18 weeks)**

**Kelowna only**

**2021**

<b>September 6</b>	Labour Day (no classes)
<b>September 7</b>	Orientation
<b>September 8</b>	Classes start
<b>October 11</b>	Thanksgiving Day (no classes)
<b>November 11</b>	Remembrance Day (no classes)
<b>November 12</b>	No classes
<b>December 22</b>	Last day of classes before Christmas break

**December 24** College closes at 3 p.m.  
**December 25 – January 3** Christmas Closure (no classes) – Okanagan College closed to the public

**2022**

**January 4** Classes resume  
**January 25** Classes end

**Legal Administrative Assistant Certificate (Corporate/Conveyancing 19 weeks)  
Kelowna only**

**2022**

**January 28** Classes start  
**February 21** Family Day (no classes)  
**April 15 - 18** Easter (no classes)  
**May 23** Victoria Day (no classes)  
**June 20** Classes end