

get connected

ORIENTATION PACKAGE
Information you don't want to miss!

Selkirk  College

September 2011 NELSON



Nelson 1.866.301.6601 | selkirk.ca

IMPORTANT DATES

If your program does not begin in the regular September or January semesters please contact the Admissions office for specific date information.

SEPTEMBER 2011

- 5 Labour Day – College closed
- 6 First day of classes in respective program classrooms
- 6 Fees are due on or before the first day of class
- 7 'Get Connected' event for new and returning students - Nelson Campuses
- 19 Last day to withdraw from classes with a 75% refund

OCTOBER 2011

- 1 Late penalty assessed for all unpaid fees
- 3 Last day to withdraw from classes with a 50% refund and not have course/s shown on transcript. After this date refunds will not be granted
- 10 Thanksgiving Day – College closed

NOVEMBER 2011

- 10 Last day to withdraw from classes or change to audit
- 11 Remembrance Day – College closed

DECEMBER 2011

- 1 Winter semester registration begins.
- 9 Fall semester instruction ends – most programs
- 12-21 Fall semester examinations – most programs
- 24 Christmas Holidays – College closed

JANUARY 2012

- 3 College campuses re-open
- 3 Winter semester instruction begins
- 3 Fees are due on the first day of classes
- 16 Last day to withdraw from classes with a 75% refund
- 30 Last day to withdraw from classes with a 50% refund and not have course/s shown on transcript. After this date refunds will not be granted

FEBRUARY 2012

- 1 Late penalty assessed for all unpaid fees
- 13-17 Reading Break – Note the reading break may vary in length program by program

MARCH 2012

- 9 Last day to withdraw from courses or change to audit

APRIL 2012

- 5 Winter semester instruction ends - most programs
- 6 Good Friday - College closed
- 9 Easter Monday - College closed
- 10-18 Winter semester examinations - most programs
- 21 Graduation ceremonies - all Campuses

MAY 2012

- 1 Spring/summer semester instruction begins
- 21 Last day for most vocational programs
- 25 Victoria Day - College closed

JUNE 2012

- 1 Fall semester registration begins

JULY 2012

- 1 Canada Day – College closed

NOTE: For programs with other start dates and/ or a shorter semester, refunds are based on the date of notification of withdrawal **if received in writing by the Admissions Office**. For a shorter semester, refund of fees prior to or during the first five days of instruction is 75 percent of the tuition fee. Refund of fees during the 6th to 10th day of instruction is 50 percent of the tuition fee. After the 10th day of instruction, no refunds will be granted.

COMPUTERIZED PLACEMENT TEST (CPT)

The Computerized Placement Test (CPT) is a pre-admission assessment of English and Math. All students applying to Selkirk College are required to take the CPT. The CPT provides a basis for advising students on appropriate program or course choices, thereby increasing their chances of success.

The CPT is offered at the Castlegar, Nelson, and Trail campuses. For those students who live outside the area, a distance option is available.

Register online at:

<http://selkirk.ca/services/sas/spandexaminvigilationservices/>

EARLY ALERT

In the first few weeks of a new semester, there are always adjustments to make, and some students may find they experience greater challenges than others.

Early identification of issues and timely support may make all the difference to a student's success in a program.

Early Alert is an online referral system that enables instructors to identify students who are facing challenges in their courses or programs. This should occur during the first 3-4 weeks of a semester.

Students referred to Early Alert will be contacted by email and invited to meet with a member of the Student Access and Support Department. The student will then be connected with appropriate support services or resources.

Early Alert is available for the first five weeks of the Fall and Winter semesters. At all other times, students will be referred directly to the appropriate services.

Contact earlyalert@selkirk.ca for more information.



STUDENT ACCESS AND SUPPORT

The Department of Student Access and Support is a cornerstone for Selkirk students. We're here to help students succeed by facilitating access to post-secondary education for prospective students as well as supporting students while they are studying at Selkirk College.

Aboriginal Services - The Aboriginal Services Coordinator provides support to all prospective and current aboriginal students and works closely with staff, students and communities to enhance aboriginal learners' participation and success rate in Selkirk programs.
Marilyn James - 250.365.7292

CPT and Exam Invigilation Services - The Computerized Placement Test (CPT) is required of most students applying to Selkirk College. It provides a basis for advising students on appropriate program or course choices. Selkirk College also offers Centralized Exam Invigilation Services. The schedules and online registration for these services can be found on the website at: <http://selkirk.ca/services/sas/cptandexaminvigationalservices> or contact Paris Voykin - 250.365.1313

Counselling - Counsellors help students to work toward their goals by providing career and personal counselling, educational planning and course advising about programs at Selkirk College and at other post secondary institutions, the university transfer system, and career and employment trends.
Robin Higgins - Nelson Campuses
250.352.6601 Ext. 225
Laurie Read and Tami O'Meara -
Castlegar Campus 250.365.1273
Counsellors also have scheduled days at Trail and Grand Forks Campuses.

Disability Services - Disability Service Coordinators provide a variety of services to support the educational goals of students with documented disabilities. They assist eligible students to access funding for equipment, adaptive software, and other programs

and services. They also provide transition information for prospective students and offer assistance with admissions and registration procedures.

Glynn Woodburn - Nelson Campuses
250.352.6601 Ext. 205
Myriam Spencer and Trish Foy (on leave) -
250.365.1380 - Castlegar Campus
Nadya Sofonoff - Disability Services Assistant
250.365.1429 - Castlegar Campus

Learning Success Centres - Learning Skills Coordinators provide support to students in three major areas: One-on-one tutoring, workshops and peer tutoring. One-on-one tutoring and workshops focus on effective learning and study skills and include topics such as time and stress management, organizational skills, reading comprehension, note-taking, memory techniques, review, and exam preparation, while peer tutors provide assistance with specific course content.
Felicity Blaiklock and Laurie Jarvis - Silver King Campus
250.352.6601 Ext. 247
Randall Cannon - Tenth Street Campus
250.352.6601 Ext. 347
Todd Solarik - Castlegar Campus 250.365.1338

For more information on Student Access and Support go to selkirk.ca/services/studentssupport/



The Financial Aid office is located in the Administration Building on the Castlegar Campus. Please take a moment to familiarize yourself with some of the information and services we offer.

Don't let your financial situation prevent you from furthering your education. Selkirk College strives to make post-secondary education accessible and affordable to its students. Last year Selkirk offered our students over \$500,000 in awards and support.

Contact the Financial Aid office or visit our website at selkirk.ca/students/financialaid for information and/or assistance in:

- Planning and budgeting for the school year.
- Applying for government student loan programs.

For government funding general information, please visit StudentAidBC.ca or CanLearn.ca

The Financial Aid Officer is regularly available on the Nelson Campuses - call 1.888.953.1133 ext. 295 to make an appointment.

ENTRANCE SCHOLARSHIPS & AWARDS

The Entrance Awards Program offers awards to students entering Selkirk College who have demonstrated high academic achievement or community involvement. For application details and deadlines visit selkirk.ca/students/financialaid/awardsandsupport/.



SCHOLARSHIPS

The Scholarship Awards Program offers awards to students who have demonstrated high academic achievement while attending Selkirk College. For application details and deadlines visit selkirk.ca/students/financialaid/awardsandsupport/.

BURSARIES

Bursaries are awarded to students who are academically successful and show financial need. For application details and deadlines visit selkirk.ca/students/financialaid/awardsandsupport/.

WORK STUDY

Work Study is a student employment program where you can work on campus while going to school. Job postings are available through the Financial Aid office in September.

SOUTHERN INTERIOR DEVELOPMENT INITIATIVE TRUST (SIDIT)

Students in both secondary (high school Transitions) and post-secondary programs may be eligible for this award. For application details and deadlines visit selkirk.ca/students/financialaid/awardsandsupport/.

Need more information?

Contact the Financial Aid office at: 1.888.953.1133 ext. 295 or email financial_aid@selkirk.ca

Visit our website at: selkirk.ca/students/financialaid/awardsandsupport/.

SELKIRK COLLEGE STUDENTS' UNION HEALTH AND DENTAL PLAN



If you are registered in full-time studies at Selkirk College you will be enrolled in the Selkirk College Students' Union (SCSU) Health and Dental Plan. **If you have existing coverage you must remove yourself from the plan (opt-out) by providing proof of existing extended health and dental coverage by September 19th.** Opting-out can be done at the SCSU office on your campus or online at the SCSU website - selkirkstudents.ca. The option to opt-out will be available after August 15, 2011.

There is a Change of Coverage period at the beginning of each school year. This is the period when students can opt-out of the plan, or add-on additional family members and dependants. **Once the Change of Coverage period is over, changes to your Plan can not be made for the remainder of the school year.**

The Change of Coverage period is from August 15th to September 19th.

The Selkirk College Students' Union (SCSU) Health and Dental Plan was designed *by* students *for* students to provide many important services and help cover expenses not covered by your basic Provincial Medical Services Plan (MSP) or iMed (if you are an international student). These services include prescription drugs, dental care, travel health coverage, and more.

If you have any questions please contact our Health and Dental Coordinator, David Lubbers, at healthanddental@selkirkstudents.ca or by phone at 250.365.1262.



SCSU Selkirk College Students' Union
Local 4 - Canadian Federation of Students

HOW TO DROP A COURSE/PROGRAM

If you have to drop a course, it is important to follow the guidelines.

Guidelines

- You may drop a course online anytime before September 6, 2011.
- After September 6th, to drop a course/program, your decision **MUST** be communicated to the Records Office by filling out & submitting a course change form (found in the Admissions Office) within the deadlines noted below.
- If you do not communicate the dropping of a course/program to the Records Office, this may result in a DNW (Did Not Withdraw) and **NO** tuition refund. Please note that a DNW can have a negative impact on your overall GPA (a DNW receives a Grade Point Value of 0.00).

TUITION IS DUE AND PAYABLE PRIOR TO THE FIRST DAY OF CLASSES. (A late fee will be charged for all unpaid tuition and fees.)

Drop Policy – Refund of Tuition*

If you drop a course/program:	You get a tuition refund of:
Between September 6 & September 19, 2011	75%
Between September 20 & October 3, 2011	50%
After October 3, 2011	0%

Drop Policy – Transcript Note

If you drop a course/program:	On your final transcript you will see:
Between September 6 & October 3, 2011	Nothing
Between October 4 & November 10, 2011	W = Withdrew
After November 10, 2011 – Withdrawals not allowed	DNW = Did Not Withdraw

NOTE: For programs with other start dates and/or a shorter semester, refunds are based on the date of notification of withdrawal if received in writing by the Admissions Office. For a shorter semester, refund of fees prior to or during the first five days of instruction is 75 percent of the tuition fee. Refund of fees during the 6th to 10th day of instruction is 50 percent of the tuition fee. After the 10th day of instruction, no refunds will be granted.

*Where there is a discrepancy between the Selkirk College Calendar 2011/2012 and College Policy, the one that is most favourable for the student will apply.

LIVING ON CAMPUS

TENTH STREET RESIDENCE IN NELSON

Tenth Street Residence is the newest addition to the Tenth Street Campus offering a variety of accommodation from single units, dorm style with shared washroom and kitchen facilities, as well as “Pod” units with 3 and 5 bedrooms with kitchen, minimum of two bathrooms, dining, living area and laundry facilities. Each unit is fully furnished and offers internet and telephone services, the ideal place to settle into campus life.

The residence is surrounded by trees and nature. The sound of the creek, the views of Kootenay Lake, the numerous walking and biking trails at doorstep offer a tranquil setting that is second to none. A short walk down the hill, Kootenay Lake Park offers numerous water-sports and activities to choose from; tennis and bocce course, kayaking, and sailing.

Residence living at Selkirk College supports you academically and socially, giving you opportunities to meet creative, intelligent people and develop friendships that will last you a lifetime as well enables you to take advantage of all the services available to you as a campus resident.

Apply Now:

To download an application and fee schedule visit Selkirk.ca/housing/ or call 250.352.6601 - ask for Carolyn Tuai.



OFF-CAMPUS HOUSING

We can provide students with lists of available rental properties in Nelson, Castlegar, Trail and other local areas. To access the lists go to www.selkirk.ca/students/kootenay-life/off-campushousing/listings.

You can also send an email to housing@selkirk.ca or telephone the college at 1.866.301.6601 in Nelson to request the list.

BUS TRANSPORTATION

For information about bus transportation and passes go to busonline.ca/regions.

LIBRARY

Library hours and details are available online at selkirk.ca/services/library/

CAFETERIA

Castlegar: 7:30am - 2:00pm Mon.-Fri.
Nelson - Silver King: 7:30am - 1:30pm
Mon.-Thurs., 8:30am - 1:00pm Fri.
Nelson - 10th Street: 7:45am - 2:30pm
Mon.-Fri.

BOOKSHOP

The Bookshop carries required textbooks for courses offered at the college, technical & office supplies, and a range of crested gift items.

Bookshop Direct Line: 250.365.1281
Toll Free: 1.888.953.1133 ext. 281
Castlegar Campus: Mon.-Fri.
8:00am - 4:00pm
Silver King Campus: Mon.-Thurs.
8:00am - 1:00pm, Closed Fri.
Tenth Street Campus: Mon.-Thurs.
9:00am - 2:00pm, Closed Fri.

NELSON RECREATION/ACTIVITIES

Selkirk College offers a variety of sports, activities, and recreation. Basketball, volleyball, badminton, racquetball, squash and dodge ball are just some of the sports offered in our gymnasium.

Fun social events like the Ski Night, Curling Night, Bowling night and Wine Tours are offered throughout the school year. Various fitness classes (Yoga, Tai Chi, Circuit Training, Capoeira, etc.) are available at great student discount rates, and the use of the gym and weight rooms are free for all students and staff. Various contests and games are scheduled throughout the year, so get involved, get in shape, and have some fun!

Recreation facilities in Nelson are located in Mary Hall, at the Tenth Street Campus. The Student Activities Coordinator posts facility schedules for use of the gymnasium and the weight room each month online at selkirk.ca/athletics/facilities/

Contact Kim Barker at 1.250.352.6601, ext 325 for more information.

ABORIGINAL SERVICES

The **Aboriginal Services Coordinator** provides support to all prospective and current aboriginal students and works closely with staff, students and communities to enhance aboriginal learners' participation and success rates in Selkirk programs. Services can include such things as assistance with the application process, help with band funding, information on programs and accessing status and advocacy & support during the semester.

For more information about Aboriginal Services see our Aboriginal Student Services brochure, or visit selkirk.ca/services/sas/aboriginalservices.

Lower Columbia All First Nations (LCAFN) is a non-profit society working to serve Aboriginal people in the West Kootenay/ Boundary region. They administer and provide confidential services and support in the areas of employment, training, work experience, apprenticeship opportunities; mental health and addictions advocacy & support groups; legal services advocacy; child & family services & advocacy; and resources in Status application, business and other areas. For more information contact: Ed Pongracz at 1.877.304.2246.



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WEDNESDAY, SEPTEMBER 7, 2011
TENTH STREET CAMPUS, NELSON BC



Visit us online for Orientation Day details at
selkirk.ca/students/future/orientation.

