

Orientation Handbook

2017

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Financial Aid

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/financial-aid for information and/or assistance in:

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

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

ENTRANCE SCHOLARSHIPS & AWARDS

The Entrance Awards Program offers awards to students entering Selkirk College for the first time who have demonstrated high academic achievement. For application details and deadlines visit selkirk.ca/awards

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/awards

BURSARIES

Bursaries are awarded to eligible students who have demonstrated financial need. For application details and deadlines visit selkirk.ca/awards

WORK STUDY

Work Study is a student employment program where you can work on campus while going to school. In early September job postings will be listed on the Selkirk College Career Portal at studentjobs.selkirk.ca

SOUTHERN INTERIOR DEVELOPMENT INITIATIVE TRUST (SIDIT)

Students in both secondary (high school Transitions) and post-secondary programs may be eligible for this award. Awards amounts vary and are based on demonstrated financial need. For application details and deadlines visit selkirk.ca/awards

Need more information?

Contact the Financial Aid office at: 1.888.953.1133 ext. 21295 or email FinancialAid@selkirk.ca

Visit our website at: selkirk.ca/financial-aid

Student Access & 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.

ASSESSMENT SERVICES

The College Readiness Tool (CRT) is required of all 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: selkirk.ca/services/student-support-services/assessment-services or contact Paris Voykin at **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.

To book an appointment:

Nelson Campuses

250.352.6601: Lu Ann Dietrich

Castlegar Campus

250.365.1273: Tami O'Meara, Jo-Anne Stoltz, and Susan van Asselt

Counsellors also have scheduled days at Trail and Grand Forks Campuses.

ACCESSIBILITY SERVICES

Accessibility 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.

Nelson Campuses

Myriam Spencer 250.354.3205

Keri Flesaker 250-354-3278

Castlegar Campus

Trish Foy 250.365.1380

Gail Pighin 250-354-3225

Castlegar Campus

Accessibility Services Assistants

Nadya Sofonoff & Andrew Green -

250.365.1429

LEARNING SUCCESS CENTRES

Learning Skills Coordinators provide support to students in three major areas: One-on-one tutoring, workshops and a peer tutoring program. One-on-one tutoring and workshops focus on effective learning and study skills including 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.

Silver King Campus

Laurie Jarvis 250.354.3247

Tenth Street Campus

Martin Keyserlingk 250.505.1347

Castlegar Campus: Todd Solarik 250.365.1338

EARLY ALERT

In the first few weeks of a new semester, there are always adjustments to make. 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.

Students referred to Early Alert will be contacted by phone or 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.

Contact earlyalert@selkirk.ca for more information. For more information on Student Access and Support go to selkirk.ca and click on "Services" to find a complete menu of Student Support Services links.

Aboriginal Services



Selkirk College 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. We also welcome you to check out the events in the Gathering Place. It is a space that is dedicated to the promotion of Indigenous culture, tradition and ceremony. It is available as a resource to Indigenous students in their learning journey.

BUS TRANSPORTATION

For information about bus transportation and passes go to bctransit.com/regions/

PARKING

Parking is free on Castlegar and Nelson Campuses.

LIBRARY

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

CAFETERIA

Castlegar: 7:30am - 3:00pm Mon-Fri

Nelson - Silver King & Tenth Street
7:30am - 3:00pm Mon-Thurs
7:30am - 1:30pm Fri.

**All cafeterias are closed during winter break and reading break.*

For more information about Aboriginal Services contact **Jessica Morin**, Aboriginal Services Liaison at jmorin@selkirk.ca, **250.365.1357** or **Leah Lychowyd**, Aboriginal Access & Support Assistant llychowyd@selkirk.ca ext. **21477**

OKANAGAN TRAINING AND DEVELOPMENT COUNCIL

Okanagan Training and Development Council (OTDC) is the ASET holder responsible for service in the Boundary & West Kootenay region. Their goal is to deliver employment services to clients and communities. These services can include counseling, advocacy with employers, placement & referral activities through organizations in the community and offering assistance in assessing their employment difficulties and finding solutions to resolve them.

Activities/Services may also include liaison with HRCC offices related to EI clients, providing Labour Market information, Job Search information & skills including Job Finding Clubs and support.

For more information visit www.otdc.org

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. 21281

Castlegar Campus: Mon-Fri
8:30am - 3:00pm

Silver King Campus: Mon-Thurs
8:30am - 1:30pm, Closed Fri.

Tenth Street Campus: Mon-Thurs
8:30am - 1:30pm, Closed Fri.

**Summer hours fluctuate*

Selkirk College Students' Union Extended Health & Dental Plan

The Selkirk College Students' Union (SCSU) Extended Health and Dental Plan provides many important services and to help cover expenses not included in your basic Provincial Medical Services Plan (MSP) or iMed (if you are an international student). These services include prescription drugs, dental care, travel insurance and more.

Full time* students at Selkirk College will automatically be enrolled in the Selkirk College Students' Union (SCSU) Extended Health and Dental Plan. A fee will be added to your student account. Students with disabilities, meeting full time requirements, wanting coverage should contact SCSU.

With proof of existing extended health and dental insurance, a student can choose to opt-out of the SCSU plan. For Opt-out information please visit your local SCSU office. Opt-Out forms are available in office or at our website selkirkstudents.ca.

On line opt-out is available only for students starting in September and January. **You have until the end of the month that your course starts to opt out. If you do not opt-out properly or on time, you will have the coverage and have to pay the fee.**

To add dependants, how to register or any questions/concerns please contact your Health and Dental Coordinator, at healthanddental@selkirkstudents.ca or at 250.365.1262.

**For most credit programs this will be three or more courses.*

Remember: Students assessed the Extended Health and Dental Plan are responsible to pay the fee or make sure they have opted out properly and on time.

The Selkirk College Student's Union (SCSU) is a student lead organization. Since its inception in 1981, we have been on the forefront of providing our students with services, campaigns and events. Together, with the British Columbia



Federation of Students, we work collectively towards a common goal: a system of universally accessible public post-secondary education. Some of the services we offer are: Appeal Advocacy, an Extended Health & Dental plan, scholarships and bursaries, and the International Student Identity Card (ISIC), a discount card.

The SCSU has many ongoing political campaigns concerning student rights. Our current campaigns are centered on the changes needed to make public post-secondary education accessible to everyone, returning funding to Adult Basic Education, and raising the minimum wage.

If you are interested in using your voice, representing Selkirk College students, or volunteering. Please contact us! We have elections for our SCSU directors every year in September.

You can find us at the Castlegar campus: Room 0-127 250-365-1262 Nelson campuses: 250-505-1329 (10th Street) and 250-354-3239 (Silverking) or info@selkirkstudents.ca

How to drop a course/program

- Course changes can be submitted online up to September 4th (Fall) & January 7th (Winter)
 - As of September 5th (fall) and January 8th (winter), you must submit a Course Change Form available at selkirk.ca/current-students in the section "Information & Forms" or from your campus Admissions Office.
 - If you do not complete a Course Change Form, this may result in a Did Not Withdraw (DNW) and no tuition refund. A DNW can have a negative impact on your overall Grade Point Average (GPA).
- Last day to withdraw/change to Audit is November 9, 2017 (fall) and March 13, 2018 (winter)**

Drop Policy – Refund of Tuition FALL 2017

If you drop a course/program:	You get a tuition refund of:
Between September 5 - September 18, 2017	75%
Between September 19 - 25, 2017	50%
After September 25, 2017	0%

Drop Policy – Transcript Note FALL 2017

If you drop a course/program:	On your final transcript you will see:
Between September 5 - September 25, 2017	Nothing
Between September 26 - November 9, 2017	W = Withdrew
November 9, 2017 – Last day to withdraw or change to Audit	DNW or F = Did Not Withdraw or Fail

Drop Policy – Refund of Tuition WINTER 2018

If you drop a course/program:	You get a tuition refund of:
Between January 8 - January 22, 2018	75%
Between January 23 - January 29, 2018	50%
After January 29, 2018	0%

Drop Policy – Transcript Note WINTER 2018

If you drop a course/program:	On your final transcript you will see:
Between January 8 - January 29, 2018	Nothing
Between January 30 - March 13, 2018	W = Withdrew
March 13, 2018 – Last day to withdraw or change to Audit	DNW or F = Did Not Withdraw or Fail

Note: Refunds are based on the date the completed Course Change Form is received in the Enrolment Office. The Student Withdrawal and Refund Policy #8616 can be found here: policies.selkirk.ca/media/policieselkirkca/college/Policy-8616-Student-Withdrawals-and-Refunds-2015.08.17-final.docx.pdf

Living On Campus

KEKULI HOUSE, CASTLEGAR

LIVING IN RESIDENCE AT SELKIRK COLLEGE IN CASTLEGAR

The Kekuli House Residence offers private accommodations for up to 100 students. It offers single occupancy rooms equipped with a single bed, desk and chair, storage area and kitchen area which includes a two burner stove, fridge and sink. A washroom is shared between every set of two rooms. Cablevision and private telephone service options are available and each resident is able to individually control their own heating or air conditioning as required.

Every room has a private entrance and outside access which provides a panoramic view of the spectacular valley. Conveniently located within the residence building is a communal area and recreation lounge. The coordinator's office, laundry facilities and common storage facilities are also housed within the residence building.

WHY KEKULI HOUSE?

Students living in residence share various academic goals and interests which positively affect their overall educational experience. Living on campus close to facilities and services makes the best possible use of valuable time at college and supports students who are serious about their education. We endeavour to make your stay on campus comfortable and memorable.

KEKULI HOUSE ADVANTAGES

- Rooms are private, comfortable and secure.
- Each room has a spectacular view of the valley and some rooms have a river view.
- You are minutes away by car or bike from shopping, airport and social activities.
- Computer labs, library and full gymnasium are only steps from your door.
- Rooms are equipped with an individual climate control and kitchenette cooking facilities.
- A tennis court, soccer field and many walking trails are readily accessible.
- Private telephone and cablevision/internet options are available.
- A full meal cafeteria is open for breakfast & lunch, Monday through Friday.
- In-house complimentary laundry

APPLY NOW

To download an application and fee schedule visit selkirk.ca/services/campus-services/residence-services or call **250.365.1227** for more information.



Living On Campus

TENTH STREET RESIDENCE IN NELSON

LIVING IN RESIDENCE AT SELKIRK COLLEGE IN NELSON

Tenth Street Residence offers a variety of accommodation from single dorm style units with shared washroom and kitchen facilities to “pod” communal units with a choice of 3 or 5 bedrooms. Options include:

- **Dorm Unit:** One bedroom with desk, microwave and mini fridge; shared washroom, kitchen, and living area.
- **3 Bedroom Pod:** A bedroom with desk; shared kitchen and living area with pod residents
- **5 Bedroom Pod:** A bedroom with desk; shared kitchen and living area with pod residents.
- **Shared Dorm Unit** (double occupancy, one room): 2 beds, desks, wardrobes etc. Shared washrooms and common kitchen.

ROOMS INCLUDE:

- Single bed
- Full desk with chair
- Closet space or wardrobe
- Large windows that open
- Wireless internet
- In-house complimentary laundry
- Telephone service

VIBRANT COMMUNITY LIVING

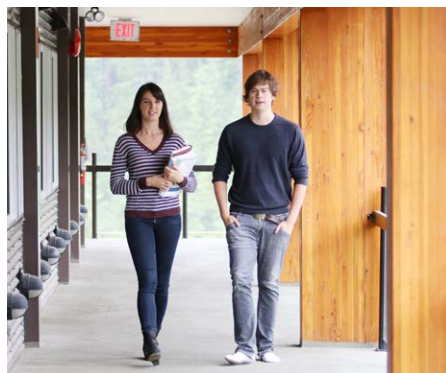
The Campus Cafeteria is just steps away, serves full course breakfasts and lunch as well offers meals on the go. Study and Practice rooms available as well as bike storage. Other features include:

- Atrium Lounge: Board games, reading, relaxation, and music making
- Games Room: Table Tennis, Foosball and Pool Table
- TV Room: Sectional, TV/DVD and gaming
- Just Outside: Disc Golf, Hiking/biking trails, soccer, gymnasium, school, cafeteria, transit stop and Park/beach nearby
- Area Activities: Skiing, snowboarding, fishing, hiking, swimming, kayaking, mountain biking

Visit www.selkirk.ca/tenth-street-residence for more information including Residence Brochure, Residence Agreement, Handbook and Floor Plans.

APPLY NOW

To download an application and fee schedule visit selkirk.ca/services/campus-services/residence-services or call 250.5051393 for more information.



STUDENT APPLICATION/ADMITTANCE AND ELIGIBILITY

Applications for residence are accepted from students taking a minimum of 50% course load at Selkirk College. Students with less than a 50% course load must request special permission. Full-time students requiring accommodations for the entire academic year are given preference.

Students on behavior probation under the Selkirk College Student Code of Conduct Policy, **for a matter related to the Residence**, are not eligible for admission to the Residence. Special requests may be submitted to the Residence Manager for consideration. Offers for Residence spaces are based on your application date, **application deadline is June 1**. Offers for Residence are based on your application date and \$50 application fee.

Applications will be processed only when accompanied by an application fee of \$50.00. A room/damage deposit of \$400 is due upon acceptance of the room offer. 1st term Residence fees are due 6 weeks prior to the program start date. For students staying for shorter terms, full payments are due 6 weeks prior to arrival.

Note: Selkirk College provides housing to residents by way of Residence Agreement only. The Residential Tenancy Act of BC does not have any application to this agreement.



REFUNDS/TERMINATION OF LICENSE AGREEMENT

Students wishing to cancel their Residence Contract, are to notify the Residence Office by the last day of the month to make the notice effective the last day of the following month (or the end of the semester). A refund will only occur if the space made vacant by the cancellation or termination has been filled by a replacement resident.

Any student terminating his or her contract will forfeit all fees paid to Selkirk College. After all other rooms are occupied; the Residence office will then try to fill the student's room and refund to the student the portion of the Residence fees paid if and when the room is filled. The refund will be from the date of occupancy by the new student to the end of the term. In addition a fee of \$100 will be assessed for cancellation of the Residence contract.

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:

selkirk.ca/services/campus-services/residence-services/campus-housing-list

You can also send an email to housing@selkirk.ca or telephone the College at or **1.866.301.6601 (1.888.953.1133 ext. 21273 in Castlegar)** to request the list.

Athletics & Recreation

RECREATION

Selkirk College offers a variety of sports, activities and recreation in both Castlegar and Nelson. Students can take a break from their studies and relieve a little stress by playing basketball, volleyball, badminton, racquetball, squash, pickle ball, ping pong and dodge ball to name a few. Castlegar also has a unique bouldering cave and Nelson has an extensive climbing gym operated by the Kootenay Climbing Association.

Fun social events like the annual Salmo Ski Night, Curling Night, Bowling Night and the Ainsworth Hot Springs Tour allow students time to relax and experience just a sampling of the vast recreation opportunities in the community. Various fitness classes (Yoga, Tai Chi, Step, Body Fit, Circuit, Capoeira, Zumba etc) are available for free or at great student discounts and the use of the weight room and gym is free for all students and staff. Various contests, games and challenges are scheduled throughout the year so get involved, stay active and have some fun!

Contact one of your campus life programmers by calling **250-365-1292** in Castlegar or **250-505-1325** in Nelson. You can also visit www.selkirk.ca/athletics for more information.

WORK STUDY JOBS

There are many work study jobs available within the Athletics and Recreation department which entail coordinating or assisting with: weight room, climbing wall, intramurals, student activities, varsity team management, home game operations, webcasting and broadcasting. Interested students should inquire immediately as the jobs are usually filled very quickly. Not only do you get paid but you also get some valuable hands on experience that will add to your resume and portfolio.

FINANCIAL AID – FOR STUDENT ATHLETES

There are many opportunities for student athletes to receive financial aid by participating in Saints Athletic programs.

These include college entrance awards, bursaries and year end awards. Many student-athletes may also earn athletic scholarships as part of a coach's recruitment drive or as a result of successful athletic performance.

SAINTS HOCKEY

The Saints have won the BCIHL Championship four out of the last five years and they are preparing for another exciting season. This year's roster will welcome over 12 new recruits.



Selkirk's league competition includes Simon Fraser University (Burnaby), Vancouver Island University (Nanaimo), Trinity Western University (Langley), the University of Victoria and Eastern Washington University, the BCIHL's only American entry.

This fall the Saints will take on Eastern Washington University, Grant MacEwan University and Augustana University in exhibition play before the regular season begins in October.

In September, visit the college gymnasium and purchase your Saints season pass at a highly discounted rate offered exclusively to Selkirk College students and staff. There are various jobs available if you are interested in working with the team. These are posted at www.gosaints.ca

For up-to-the-minute team news, game schedules, ticket information and more, visit the official Saints hockey website at www.gosaints.ca.

SAINTS CLUB TEAMS, CLUBS & DROP IN EVENINGS

Over the past few years there have been club teams in volleyball, basketball, bouldering, drone, snowshoeing, nursing, fishing, archery and soccer to name a few and drop-in evenings for indoor soccer, badminton and pickleball.

Club funding is available through the athletics and recreation department or by individual fundraising. Students looking to be a part of club or activity should look for sign-up sheets during the first few weeks of class to ensure they are included in any announcements or communication.

STUDENTS ACTIVITIES AT SELKIRK COLLEGE

The Student Experience Team was created to give all students across all campuses opportunities to interact and enjoy activities

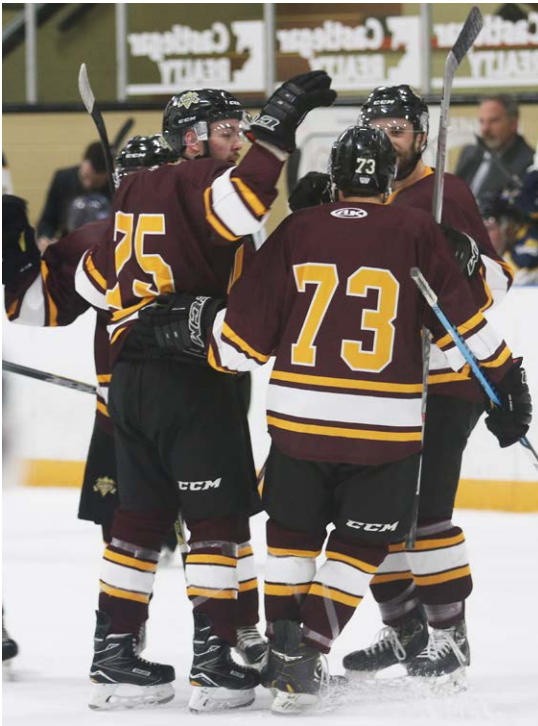
that support a variety of programs or initiatives. The SET also supports the annual Ski Trip, Ainsworth Hot Springs Tour and the hockey fan bus that departs from the Castlegar Residence (Kekuli House) before each home game. The SET is always looking for new ideas for student activities so please contact the athletics and recreation department if you would like share some!

SOCIAL MEDIA

You can keep up to date on a variety of fronts by visiting some of our facebook pages:

- Selkirk College Campus Rec
- Selkirk College Tenth Street Gym
- Selkirk College Student Central
- Selkirk Saints Varsity Men's Hockey Team

Also, please keep an eye out for various twitter and Instagram feeds.



Connect with other students, meet new friends, take in some great music and food. See what the college and community have to offer.

get**connected**

CASTLEGAR: TUESDAY, SEPTEMBER 5, 2017

NELSON: WEDNESDAY, SEPTEMBER 6, 2017

Watch for postcard with detailed information.
Go to selkirk.ca/get-connected for more info.

STAY UP-TO-DATE ON
THE LATEST:

facebook.com/selkirkcollege

instagram.com/selkirkcollege

twitter.com/selkirkcollege

