

# STUDENT HAND BOOK



15-16



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# Contact Information

## **SUCCI 475-6226**

President – Chris Cartwright	475-6610
Executive Director - Lynne Savela	475-6223
Programming & Accounting - Cathy Gorrie	475-6403
Campus Employment Service - Carol Kennedy	475-6434
Campus Recreation & Athletics - Susan Tucker	475-6481
Wellness & Diversity - Thomas McDonald	475-6237
Oshki-Anishnawbeg Student Association (OASA)	475-6314

## **THUNDER BAY CAMPUS NUMBERS**

Confederation College – The Information Hub	475-6110
ACE Building Main Office	473-2400
Bookstore	475-6225
Counselling	475-6618
Dorion Building Main Office	475-6384
Dental Clinic	475-6436
Fitness Centre	475-6239
Health Centre (Clinic on Campus)	475-6169
Help Desk (Computer Services)	475-6488
McIntyre Building Main Office	475-6104
Security (dial 922 from any college line)	623-0465
Sodexo Food Services	475-6299

## **PROGRAM COORDINATORS**

[www.confederation.on.ca/contact/directory/coordinators](http://www.confederation.on.ca/contact/directory/coordinators)

## **REGIONAL CAMPUSES**

Dryden Campus	807-223-3035
Fort Frances Campus	807-274-5395
Geraldton Campus	807-854-0652
Kenora Campus	807-468-3121
Marathon Campus	807-229-2464
Red Lake Campus	807-727-2604
Sioux Lookout Campus	807-737-2851
Wawa Campus	807-856-0713

# Student Activity Fee

All full-time post-secondary students pay a Student Activity Fee of \$105 per semester. The Student Activity Fee is administered by SUCCI to provide programs and services to the student body. Some of our programs and services include:

- Advocacy & Representation
- Student Leadership Opportunities
- It's About Respect. Initiative
- Social Events and Activities throughout the academic year
- Varsity Athletics
- Campus Recreation
- Guest Speakers
- Wellness & Diversity Programming
- Emergency Student Food Bank
- Student Clubs
- Student Handbook
- Class & Club Banking Service
- Bursaries and Awards
- Funds available to start a club
- Member of the College Student Alliance (CSA)



For more information, drop by the SUCCI Office located off the student lounge in the Shuniah Building.

## SUCCI OFFICE

E: [contact@succi.com](mailto:contact@succi.com)

T: (807) 475-6226

W: [www.succi.com](http://www.succi.com)

# A Word from the College President



## WELCOME TO CONFEDERATION COLLEGE!

From the time you enter our doors to the moment you graduate, we will work diligently to meet your needs and help you put your dreams to work. You will find that your faculty will know you by name and will help guide you through your studies. A number of support services are available to you including academic counselling and tutoring, and all of our staff, from the Registrar to our Deans and Coordinators, are equally committed and ready to support you.

We encourage you to get involved and support the initiatives of the Student Union of Confederation College (SUCCI) and Oshki Anishnawbeg Student Association (OASA) and to participate fully in college life, both in and outside of the classroom.

On behalf of the Board of Governors and the entire academic and corporate team, we look forward to introducing you to our academic community, the latest in facilities and services and the entire Confederation College experience.

For those who are returning, welcome back! We will continue to provide you with excellent education and support as you continue with your studies.

A big welcome to the students from our regional campuses as well. Whether you join us at the main campus, from the region, participate via online or alternate learning modes, we are here to help you meet your expectations in the coming year.

To our international students, we are especially excited that you have chosen Confederation College and the community of Thunder Bay as your home, even if temporarily. We sincerely hope you will experience everything wonderful that our college and our community have to offer.

It is an exciting time for Confederation College and we are extremely happy to have you here. I wish you a successful and fulfilling academic year.

**D. JIM MADDER, Ph.D.,** Confederation College President

T: (807) 475-6351

E: [jmadder@confederationnc.on.ca](mailto:jmadder@confederationnc.on.ca)

# A Word from the SUCCI President



## WELCOME TO CONFEDERATION COLLEGE!

I am a graduate of the Broadcast Television Production program, and I am entering my second and final term as SUCCI President.

On behalf of the whole SUCCI team, I would like to welcome both new and returning students. Your Student Union exists to provide support, representation, services and activities to students studying at Confederation College.

The strength of the organization comes from within, as it is operated for students by students, with a President and Board members elected annually to direct the organization and represent students. Contact me or any board member to get involved and make your issues and suggestions heard.

We have packed the calendar full of **social and wellness events** to help you meet new friends as well as to de-stress after those tests and exams you will encounter this year. Join us competitively or socially in the many **Campus Recreation** activities which take place throughout the year in the evenings or on weekends. Need more competition? Represent the college on one of our **Varsity Athletic or sport teams!**

While you are here at college to learn and become skilled in your future profession, college life is also about personal development. At Confederation you will have the opportunity to meet students from around the world, take the chance to experience diversity first hand by enriching yourself culturally; it is a privilege that will enhance your life.

Short on work experience? Volunteering is great way to gain experience and enhance your resume and our community. Visit the SUCCI office to find out about how you can become a **Class Representative** or other volunteer opportunities in the community. We also fund paid, part-time employment for students throughout the school year through the **Campus Employment Service.**

I'd like to think that when my term is completed; I will leave this place better than I found it. I challenge you to do the same!

**CHRIS CARTWRIGHT**, SUCCI President

T: (807) 475-6610

E: [succipres@confederationc.on.ca](mailto:succipres@confederationc.on.ca)

# Board of Directors

## MISSION STATEMENT

Through pro-active leadership and representation, SUCCI will advocate for the best interest of the student body and will provide student services which compliment student life, foster personal growth and development and enhance the formal education process.

## 2015-16 BOARD OF DIRECTORS

The SUCCI Board of Directors are here to represent you the students. We are the voice of the students!

If you have any concerns/suggestions on how to enhance the overall student experience here at Confederation College we would love to hear from you. Please stop by the SUCCI Office, email [contact@succi.com](mailto:contact@succi.com) or call (807) 475-6226. We wish you all the best this academic year!



**Chris Cartwright**

President  
[succipres@confederation.on.ca](mailto:succipres@confederation.on.ca)



**Tanner Bell**

Vice President – External  
[succivpexternal@confederation.on.ca](mailto:succivpexternal@confederation.on.ca)



**Gabriel Panis**

Vice President – Internal  
[succivpinternal@confederation.on.ca](mailto:succivpinternal@confederation.on.ca)



**Cole Badiuk**

Director of Athletics  
[cbadiuk6@confederation.on.ca](mailto:cbadiuk6@confederation.on.ca)



**Jaime Desormeaux**

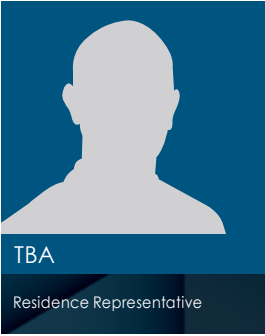
Director of Special Events  
[jdesorm2@confederation.on.ca](mailto:jdesorm2@confederation.on.ca)



**TBA**

Director of Student Wellness & Diversity





TBA

Residence Representative



Callum Kyle

Senator of Aviation  
ckyle1@confederationnc.on.ca



Chahat Desai

Senator of Business, Hospitality &  
Media Arts  
cdesai@confederationnc.on.ca



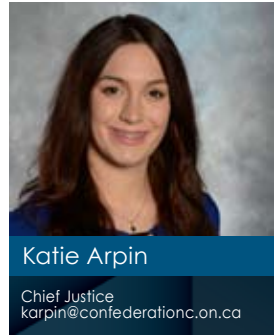
Satvik Patel

Senator of Health & Community  
Services  
spatel9@confederationnc.on.ca



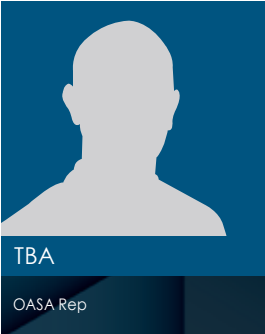
Pranav Ghanekar

Senator of Technology  
pghaneka@confederationnc.on.ca



Katie Arpin

Chief Justice  
karpin@confederationnc.on.ca



TBA

OASA Rep



Kimberly Gerrish

Faculty Advisor  
kgerrish@confederationnc.on.ca



Cathy Hilgers

Support Staff Advisor  
cahilger@confederationnc.on.ca



Don Duclos

Administrative Staff Advisor  
daduclos@confederationnc.on.ca



Lynne Savela

Executive Director  
savela@confederationnc.on.ca



SUCCI

For office hours,  
visit [succi.com](http://succi.com)

# SUCCI Staff

The SUCCI Staff carry out the day-to-day operations of your student association. Take advantage of the many services SUCCI offers while you are a student at Confederation College.

The SUCCI office is located on the 1st floor of the Shuniah Building, and is open daily from 8:30 am to 4:30 pm, Monday to Friday. Our doors are open and we are here to help.

Have questions, want to get involved, or need to know where to go? Stop by the SUCCI Office and our fun and friendly staff would be glad to offer advice, get you involved or point you in the right direction.

## CONTACT

T: (807) 475-6226  
E: [contact@succi.com](mailto:contact@succi.com)  
F: (807) 473-5160



**Lynne Savela**

Executive Director  
[Lynne.Savela@confederation.on.ca](mailto:Lynne.Savela@confederation.on.ca)



**Cathy Gorrie**

Accounting & Programming  
[Cathy.Gorrie@confederation.on.ca](mailto:Cathy.Gorrie@confederation.on.ca)



**Susan Tucker**

Campus Recreation & Athletic  
[tucker@confederation.on.ca](mailto:tucker@confederation.on.ca)



**Carol Kennedy**

Campus Employment Services  
[Carol.Kennedy@confederation.on.ca](mailto:Carol.Kennedy@confederation.on.ca)



**Thomas McDonald**

Wellness & Diversity  
[Thomas.McDonald@confederation.on.ca](mailto:Thomas.McDonald@confederation.on.ca)



**Denise Miller**

Marketing & Office  
[Denise.Miller@confederation.on.ca](mailto:Denise.Miller@confederation.on.ca)

# Student Leadership Opportunities

SUCCI provides opportunities for students to participate in student leadership roles. Consider becoming a Class Representative or part of the SUCCI Board.

## THE SUCCI BOARD OF DIRECTORS

The SUCCI Board of Directors consists of 11 elected student representatives and 6 non-voting board members who represent and govern our student organization known as SUCCI.

As a member of the Board of Directors, a student will be given the opportunity to represent their peers and gain valuable leadership experience.

## WHAT DOES THE SUCCI BOARD DO?

Student leaders identify issues and concerns of their peers, improve on communication, gain valuable leadership skills, help plan events and activities, represent the interests of the student body and have a whole lot of fun. Honorariums are provided for members on the SUCCI Board of Directors as a token of appreciation for their personal time, effort and service. Most positions require a minimum of 4 office hours per week plus meetings. The President is a full-time employment position.

## HOW DO I BECOME A BOARD MEMBER?

Elections for positions on the Board of Directors will be held in the winter semester. A student must

be a full-time post-secondary student returning to Confederation College in the fall of 2016 and have a minimum GPA of 2.0. There are some specific requirements depending on the position. Information sessions are held in early January to provide more information to students interested in running for a position on the SUCCI Board.

## WHY SHOULD I JOIN THE SUCCI BOARD?

- Become part of the best networking group at Confederation College
- Gain experience leading a group
- Receive training that will help you in your future careers
- Help set direction for SUCCI & Confederation College
- Participate on committees that have an impact on college life
- Get involved planning and organizing social activities
- Excellent leadership opportunity
- Additional extra-curricular experience to compliment your education
- You will have the chance to meet people and have fun.

For more information, visit [www.succi.com](http://www.succi.com)

# Class Representative System

The Class Representative's role is to act as a connection between the student body and the SUCCI Board of Directors. Class Reps are selected by classmates in their program of study; they convey important information to their classmates and assist in advocacy efforts throughout the year. Class Reps collect essential information and feedback from students that will be required by the SUCCI Board of Directors to ensure effective representation of their members.

## WHAT DOES A CLASS REPRESENTATIVE DO?

- Attend bi-weekly meetings scheduled by the Senator of their division.
- Communicate concerns, ideas and suggestions from their respective class. Meet to discuss upcoming SUCCI activities, services and issues affecting the student body.
- Relay important information from the SUCCI Board to the membership (classmates).
- Reps will be given the opportunity to participate in leadership development workshops and training.

For a list of meeting dates, and an information package please visit the SUCCI Office or [www.succi.com](http://www.succi.com)

## WHY SHOULD I BE A CLASS REPRESENTATIVE?

Class Representatives develop valuable leadership skills, such as public speaking with some opportunity to participate in workshops. Class Reps will benefit from the opportunity for personal and professional development & networking opportunities, Reps will be introduced to student leadership and advocacy initiatives which will be beneficial in future leadership roles and career opportunities.

## YOUR 2015-16 SENATORS:

### **Senator of Aviation**

Callum Kyle  
[ckyle1@confederationnc.on.ca](mailto:ckyle1@confederationnc.on.ca)

### **Senator of Business, Hospitality & Media Arts**

Chahat (Shorty) Desai  
[cdesai@confederationnc.on.ca](mailto:cdesai@confederationnc.on.ca)

### **Senator of Health & Community Services**

Satvik Patel  
[spatel9@confederationnc.on.ca](mailto:spatel9@confederationnc.on.ca)

### **Senator of Technology**

Pranav Ghanekar  
[pghaneka@confederationnc.on.ca](mailto:pghaneka@confederationnc.on.ca)

# Oshki Anishnawbeg Student Association

## VISION STATEMENT

The role of OASA is to provide a supportive environment that facilitates Indigenous inclusion in post-secondary education, fosters personal growth and furthers Aboriginal contributions to Canadian society.



## MISSION STATEMENT

OASA provides community based leadership and advocacy that effectively address the best interests of First Nations, Metis and Inuit (FNMI) student needs and priorities in post-secondary education to build an inclusive learning environment.

In the winter semester, OASA will hold its annual elections and we encourage any student interested in becoming an active member of our college community to run for a council position. OASA respects diversity and our council includes students from a wide range of backgrounds, experiences and interests.

We are situated in the SUCCI office area. We look forward to hosting a variety of events throughout the school year including: feasts, drum groups, hosting guest speakers and many other student activities.

Miigwech

## CONTACT

E: [oasa@confederationnc.on.ca](mailto:oasa@confederationnc.on.ca)



# It's About RESPECT.

As a student, you have rights and responsibilities. The right to be treated fairly and with respect and the expectation that you will do the same for others is paramount. The following is a brief summary of what you can expect from us and what we expect from you.

## STUDENTS HAVE THE RIGHT TO:

- think, write, speak, learn and pursue social, cultural and other interests subject to the requirement that you respect the rights of others.
- participate in a physical and virtual learning environment that is safe and conducive to learning.
- be free from discrimination, harassment, unnecessary noise and disruption in all college environments.
- receive timely feedback on academic performance and an assessment at mid-semester and semester end.
- demonstrate pride in our campus by treating all areas of the campus and learning environment with respect and refraining from damage, litter, graffiti, etc.
- recognize that we share the space including: respectful use of common and classroom areas, smoking only in the designated smoking areas and honouring that we are a fragrance-free learning environment.

## STUDENTS HAVE THE RESPONSIBILITY TO ACCEPT THE PROFESSOR'S RIGHT TO:

- manage the classroom, in both physical and virtual environments, including creating guidelines for the use of electronic devices.
- determine subject content, delivery methods and grade assessment.
- formulate and enforce attendance requirements and set reasonable deadlines for assigned work.
- expect that students write tests when scheduled and that students submit work that is their own.

## STUDENTS HAVE THE RESPONSIBILITY TO:

- become familiar with college policies, procedures, rules and regulations and to respectfully advocate for yourself when necessary.
- refrain from communication, behaviour or actions which are unprofessional or harmful to the learning environment, including following classroom guidelines for use of personal electronic devices (laptops, cell phones, mp3 players, etc.).

# It's About RESPECT.

- expect decorum and appropriate behaviour in classrooms, virtual classrooms, labs, shops, field placements, internships, etc.

Paraphrased from The Charter of Students' Rights and Responsibilities found on our website at [www.confederationc.on.ca/academicpolicies](http://www.confederationc.on.ca/academicpolicies)

Each member of the Confederation College community is responsible for helping to create an environment that is harassment and discrimination free. Working, learning and socializing can be accomplished in an environment of understanding and mutual respect for the dignity and rights of each individual.

This approach emphasizes that the college must be an inclusive learning community. As a college we include and celebrate a wide range of diversity and each of us must do all that we can to make the college experience positive and productive for all students, faculty and staff.

The college is a professional environment; all communication with your faculty or classmates should remain professional, as should your classroom behaviour. You have a right to an environment conducive to learning which excludes verbal, personal, emotional, physical, e-harassment (msn, email, text chat, social networking etc.) and bullying in all forms. Using electronic devices in

the classroom should be discussed with your faculty to ensure using them is acceptable.

Please respect your faculty, classmates and the classroom process. If you have a concern about fair treatment, effective advocacy begins with you becoming familiar with your student rights and responsibilities.

We encourage you to speak up for yourself; ask for what you want and need; and to seek help when you need it.

We encourage direct and respectful communication. If you are having an issue with someone, and feel comfortable doing so, speak directly to the person. If you do not feel comfortable, there are many supports available to you including: your Professor; your Program Coordinator; Counselling; The Ombuds Office, and SUCCI/OASA. All of these supports are here to assist you in having a safe and positive experience during your time at Confederation College.

Help us to maintain a safe and respectful campus visit [www.confederationc.on.ca/safecampus](http://www.confederationc.on.ca/safecampus) for more information.

 **it's about respect.**

 **Confederation**  
COLLEGE

   
oasa SUCCI



# CAMPUS EMPLOYMENT HELP WANTED

# NEED A JOB WHILE GOING TO SCHOOL? SUCCI MAY HAVE THE JOB FOR YOU!



check out [www.succi.com/studentjobs](http://www.succi.com/studentjobs)  
for more information



# Campus Employment Service (CES)

CES administers a part-time employment program for full-time post-secondary students on campus

- There are various job opportunities available in most college departments
- Students typically work 6-10 hours per week and are flexible around a student's schedule
- Wages are \$11.25/hr and students can work up to a maximum of 96 hours per eligible semester.

## ELIGIBILITY

To be eligible to work on campus under the funded program you must meet the following criteria:

- Must show demonstrated financial need (Funding Form required)
- Must be a full-time post-secondary student each semester
- Must be a Canadian Citizen

### **Please Note:**

- There are a limited number of positions on campus for students that do not meet eligibility requirements. These positions are identified at the bottom of the posting in the Method of Application area.

## APPLICATION INSTRUCTIONS

How to apply for a position on campus:

- Visit [www.succi.com](http://www.succi.com) to view Job Postings
- Download the CES application & the Funding application or pick them up in the SUCCI Office
- Complete the forms, attach your current resume, and return to SUCCI
- Watch your college email for notification about the status of your application

## WHAT'S NEXT

- If approved: your application will be sent to departments for viewing, they will contact you for an interview. If hired: you will be contacted by SUCCI to sign a contract.

## CONTACT

Carol Kennedy,  
Campus Employment Service

T: (807) 475-6434

E: [Carol.Kennedy@confederationc.on.ca](mailto:Carol.Kennedy@confederationc.on.ca)



SUCCI

# EVENTS AND ACTIVITIES FOR EVERYONE



**check out [www.succi.com/events](http://www.succi.com/events)  
for more information or to get involved**

# Social Events & Activities

College is about more than just what happens in the classroom. Make the most of your college experience by getting involved and exploring all the social activities SUCCI has to offer.

## WHAT ARE SOCIAL EVENTS?

Social Events are FREE, unique and out of the ordinary and can range from a game show, live music, guest speakers, free food, orientation events and more.

You can win prizes, money or just have some fun! Events and activities are open to all college students.

Some events and activities occur on a regular basis and most activities happen during the day. Please visit [www.succi.com](http://www.succi.com) for a listing of upcoming events.

## DO YOU HAVE AN IDEA ON A SOCIAL EVENT OR ACTIVITY?

If you have a suggestion or idea for a social event or you have a question, feel free to come see us in the SUCCI office, we are always open to new ideas.

## CONTACT

Cathy Gorrie,  
Accounting & Programming

T: (807) 475-6403

E: [Cathy.Gorrie@confederationc.on.ca](mailto:Cathy.Gorrie@confederationc.on.ca)





SUCCI

# WELLNESS AND DIVERSITY

spiritual | emotional | intellectual | physical | social | community

**EVENTS, ACTIVITIES AND AWARENESS FOR EVERYONE**



**check out [www.succi.com/wellness](http://www.succi.com/wellness)  
for more information or to get involved**

# Wellness & Diversity

Livewell SUCCI's Wellness & Diversity Program is committed to addressing, exploring, embracing and integrating diversity and wellness issues and topics that are of interest to the student body and college community.

## WHAT IS WELLNESS & DIVERSITY?

We take a six pillared approach to wellness, focusing on physical, emotional, intellectual, spiritual, community and social wellness. We strive towards creating an inclusive respectful wellness culture that celebrates diversity.

## HOW DO THEY DO THAT?

Through guest speakers, hands-on and interactive activities, displays, discussion panels and fairs. Through partnerships with community agencies, we will educate and spark discussion about a wide range of topics; some common place and some controversial. We will work hard to present an unbiased dialogue on a wide variety of wellness and diversity based topics.

Check your email monthly for the current issue of Student Health 101 an online health and wellness magazine full of articles, contests and more!

## HOW CAN I SHARE AN IDEA?

If there is an area of interest that you would like addressed or you have a question or just want to visit please come see us in the SUCCI office, we will do our best to meet your needs.

## CONTACT

Thomas McDonald,  
Wellness & Diversity

T: (807) 475-6237

E: Thomas.McDonald@  
confederationc.on.ca



**GOT AN INTEREST OR IDEA?  
WANT TO MEET PEOPLE?**

**SUCCI CAN HELP YOU TO  
START A CLUB, TEAM OR GROUP!**



**stop by the SUCCI office, or visit  
[www.succi.com/clubs](http://www.succi.com/clubs)  
for more information or to get involved**

# Club Funding

SUCCI has funds available for groups of students wishing to form and participate in clubs on campus. Clubs on campus enhance student life by providing recreation, athletic, fitness, performance, cultural, social and educational opportunities. Club packages are available at the SUCCI Office. The package outlines the criteria and process to follow in order to qualify for funding.\* Wherever possible, SUCCI will attempt to match clubs with a suitable employee or alumni mentor who shares a common interest with the purpose of the club. There are two different club packages available;

## SPORT CLUB PACKAGE

(For sport, fitness or recreational clubs)

Approval for these clubs will be made by the Campus Recreation Leadership Council.

### CONTACT

Susan Tucker,  
Campus Recreation & Athletics  
T: (807) 475-6481  
E: tucker@confederationnc.on.ca

## GENERAL CLUB PACKAGE

(For all other clubs)

Final approval for general clubs will be made by the SUCCI Board of Directors.

### CONTACT

Thomas McDonald,  
Wellness & Diversity  
T: (807) 475-6237  
E: Thomas.McDonald@  
confederationnc.on.ca

\* Classes or programs involved in fundraising for field trips, socials, graduations or academic requirements will not be considered for club funding.

## BANKING SERVICES

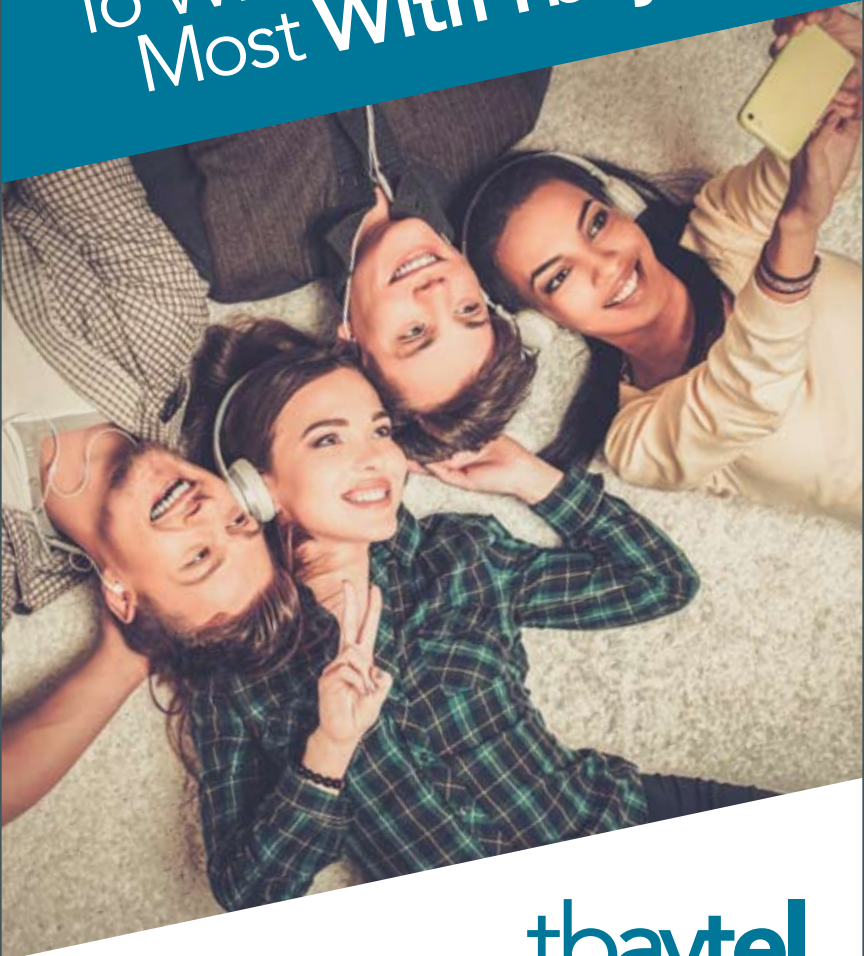
SUCCI offers a banking service for classes and clubs raising money for education related field trips, graduation & program initiatives. This is a convenient service for the classes & clubs to help maintain control of their funds. To set up an account, we are available Monday to Friday from 9:00 am to 4:00 pm. Withdrawals will be provided in the form of a cheque.

### CONTACT

Cathy Gorrie,  
Accounting & Programming  
T: (807) 475-6403  
E: Cathy.Gorrie@confederationnc.on.ca





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# Campus Recreation

SUCCI is excited to bring to their students an amazing program featuring an abundance of FREE activities.

Get the most out of your college experience, join Campus Recreation...

## Good Times! Great Friends! Free Fun!

10 Pin Bowling .....FREE!  
Flag Football .....FREE!  
Dodgeball .....FREE!  
Ski, Tube & Snowboard  
Night ..... FREE Lift Ticket!  
European Handball.....FREE!  
Badminton .....FREE!  
Floor Hockey.....FREE!

SUCCI is thrilled to be able to offer their students a variety of activities & events that will entice even the non-active person to participate. If you are interested in joining the action, stop by the SUCCI Office and we will see what we can do to make your day. No experience necessary, only the willingness to have FUN!

## CONTACT

Susan Tucker,  
Campus Recreation & Athletics  
T: (807) 475-6481  
E: tucker@confederationnc.on.ca



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# Fall Semester Line-Up

EVENT	SIGN-UP	DATES
FREE Family Fun Day Bowling @ Superior Bowl-A-Drome	Fri, Sept 18	Sun, Sept 20
Mixed Beach Volleyball	Fri, Sept 18	Tues, Sept 22
Mixed Flag Football	Fri, Sept 25	Tues, Sept 29
Disc Golf	Tues, Sept 29	Thurs, Oct 1
Mixed Soccer Tourney	Mon, Oct 5	Wed, Oct 7
Doubles Tennis Tourney	Tues, Oct 13	Thurs, Oct 15
Mixed Basketball Tourney	Thurs, Oct 15	Mon, Oct 19
Mixed 10 Pin Bowling	Tues, Oct 20	Thurs, Oct 22
Mixed Floor Hockey	Tues, Nov 3	Thurs, Nov 5
Men's & Women's Billiards	Mon, Nov 9	Wed, Nov 11
Mixed Volleyball Tourney	Tues, Nov 17	Thurs, Nov 19
Doubles Pickleball Tourney	Thurs, Nov 19	Sun, Nov 22
Children's Christmas Party	Wed, Nov 25	Sun, Nov 29

Dates subject to change



# Winter Semester Line-Up

EVENT	SIGN-UP	DATES
Mixed Dodgeball Tourney	Tues, Jan 12	Thurs, Jan 14
Doubles Badminton Tourney	Thurs, Jan 14	Sun, Jan 17
Swimming @ the CGC	Tues, Jan 19	Wed, Jan 20
Table Tennis Tourney	Fri, Jan 22	Tues, Jan 26 Wed, Jan 27
Ski, Tube & Snowboard Night	Just Show Up!	Wed, Feb 17
Mixed European Handball	Fri, Feb 19	Tues, Feb 23
Ski, Tube & Snowboard Night	Just Show Up!	Tues, Mar 1
Mixed Indoor Soccer	Thurs, Mar 3	Sun, Mar 6
Mixed Basketball	Fri, March 11	Tues, Mar 22
Mixed 10 Pin Bowling	Mon, Mar 28	Wed, Mar 30
SUCCI Athletics & Recreation Awards Banquet	By Invitation Only	Wed, Apr 6

Dates subject to change



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# Varsity & Sport Teams

SUCCI is proud to support & sponsor Varsity Athletics at Confederation College. The Thunderhawks are members of and compete in the Ontario Colleges Athletic Association (OCAA). All full-time college students are encouraged to try-out in their respective sport.



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## VARSITY GOLF

**Information Meeting:** Monday, September 14th, 5:00 pm, Shuniah Board Room, A219

**Coach:** David Reid

**Tryouts:** Tryouts will take place at a local city course and will involve a specific number of rounds of golf

**Practices:** Practices will occur at city courses and possibly a round at Whitewater Golf Course

**Competition Schedule:** A team of 5 golfers will travel to the OCAA Provincial Golf Championships September 27 – 30th at the Hunter Point Golf Course in Welland, ON hosted by Niagara College.

## VARSITY CROSS COUNTRY RUNNING

**Information Meeting:** Tuesday, September 15th 4:00 pm, Shuniah Board Room A219

**Coach:** Paul Inkila

**Tryouts:** Tryout dates will be announced at the Information Meeting

**Competition Schedule:** A team of 4 runners will travel to the OCAA Provincial Cross Country Running Championships October 31, 2015 in Sault Ste. Marie, hosted by Sault College.

CCAA National Championships will be November 13 & 14, 2015, for those runners who qualify, in Brockville, ON hosted by St. Lawrence College.

# Varsity & Sport Teams

## WOMEN'S INDOOR SOCCER

**Information Meeting:** Tuesday, September 15th, 5:00 pm, Shuniah Board Room, A219

**Coach:** Breanne Pasqualino

**Tryouts:** 2 or 3 tryouts will take place at an outdoor field or the Sports Dome. Tryout dates will be established by the Information Meeting.

Confederation College hosts an outdoor Invitational Tourney at the end of September – opportunity for coaches to evaluate athletes

**Practices:** In addition to weekly city matches, the team will usually practice once a week

**Competition Schedule:** Team will play weekly in the Thunder Bay Women's Soccer Club in the Sports Dome. The league usually runs from mid-October to late March.

The team of 13 players will compete at the OCAA Regional Championships March 1, 2016 at the OSA Centre in Vaughan, ON hosted by Conestoga College. OCAA Provincial Championships will be held March 18 & 19, 2016 hosted by Redeemer University College in Ancaster, ON.

## VARSITY MEN'S INDOOR SOCCER

**Information Meeting:** Wednesday, September 16th, 5:00 pm, Shuniah Board Room, A219

**Coach:** Frank Fabiano

**Assistant Coach:** Mike Fabiano

**Tryouts:** 2 or 3 tryouts will take place at an outdoor field or the Sports Dome.

Tryouts dates will be established by the Information Meeting.

Confederation College hosts an outdoor Invitational Tourney at the end of September – opportunity for coaches to evaluate athletes

**Practices:** In addition to weekly city matches, the team will usually practice once a week

**Competition Schedule:** Team will play weekly in the Premier Soccer League in the Sports Dome.

The league usually runs from late October to late April.

The team of 13 players will compete at the OCAA Regional Championships March 1, 2016 at the OSA Centre in Vaughan, ON hosted by Conestoga College. OCAA Provincial Championships will be held March 18 & 19, 2016 hosted by Redeemer University College in Ancaster, ON.

# Varsity & Sport Teams

## VARSITY WOMEN'S, MEN'S &/or MIXED CURLING

**Information Meeting:** Thursday, September 17th 5:00 pm, Shuniah Board Room, A219

**Coach:** Paul Carr

**Assistant Coach:** Larry Rathje

**Tryouts:** Tryouts will occur in November. Dates for the tryouts will be established at the Information Meeting.

**Practices:** Teams will have several practices, with interplay between the teams and exhibition play with other teams.

**Competition Schedule:** Teams will have the opportunity to participate in bonspiels throughout the season. Team members are expected to play in local leagues wherever possible.

Confederation College will be hosting this year's OCAA Provincial Curling Championships February 11 - 14, 2016 at the Port Arthur Curling Club. We are looking to field a Men's, Women's & Mixed team for these championships. The CCAA National Championships will be held March 23 - 26, 2016 in London, ON hosted by Fanshawe College.

## GENERAL INFORMATION FOR ALL VARSITY SPORTS

All varsity players must be full-time Confederation College students and are expected to maintain a passing average GPA (2.0 or higher). If any varsity player ceases to be full-time, they must immediately advise their coach.

All players are expected to attend the majority of practices and local matches & all OCAA competitions. The SUCCI Athletic & Recreation Awards Evening, held Wednesday, April 6th, 2016 is required attendance for all team members, not out of town for school.

When selected to a varsity team, a player is expected to travel with the team to the OCAA regional or provincial championships. When necessary, arrangements to be away from class or work should be made well in advance. If issues arise with availability for travel, the SUCCI Administrator, Campus Recreation & Athletics will attempt to assist with resolution of those issues.

For more information contact Susan Tucker at 475.6481. You are also encouraged to visit the SUCCI Office.

# Varsity & Sport Teams

## WOMEN'S HOCKEY SPORT TEAM

The Thunderhawks team is registered with the Ontario Women's Hockey Association (OWHA).

The Thunderhawks play in the local "Loop" Women's Hockey League. Teams include: Confederation Thunderhawks, Lakehead University Thunderwolves, Midget AA Queens, Midget A Queens, Dryden Eagles and Fort Frances Muskies.

The Thunderhawks will be hosting the Caribou Coach Classic, November 6 – 8, 2015.

Additional competition may include visiting junior Canadian college and ACHA Division II teams, as well as out of town showcases.

Players are required to acquire two community Thunderhawks Partners with contributions totalling \$500. Community involvement, public relations and fundraising events are mandatory.

**Information Meeting:** Monday, September 14th 4:00 pm A219 Shuniah Building

**Tryout Fee:** \$30

### Tryouts:

Saturday, September 19th  
10:15am, FWFN#2

Sunday, September 20th  
12:15pm, FWFN#2

Monday, September 21st  
7:00pm, FWFN#1

**Head Coach:** Lorne Vis,  
807-626-3970

**Assistant Coach:** Rhiannon Szura,  
807-627-2866

**Manager:** Kelsey Ham, 807-629-2277



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SUCCIOfficialPage](https://facebook.com/SUCCIOfficialPage)  
for all the up to date  
info on campus life**

# HEALTH PLAN

All full-time post-secondary students registered at Confederation College receive a student health plan.

HEALTH PLAN



Student Name:

Group #:

513973

Provider:

ClaimSecure

Student #:

M \_\_\_\_\_ (last 9-digits)

Patient Code:

00

Plan Expires:

August 31, 2016

Drug & Dental Claims can be submitted electronically; all others must be manually submitted. Claim forms are available at [www.wespeakstudent.com](http://www.wespeakstudent.com)

# Have a question about your Student Health Plan?

**WWW.WESPEAKSTUDENT.COM** can help!

- **OPT-IN & OPT-OUT Deadline Dates**
- **Choose the plan that works for YOU!**  
(Deadline dates apply)
- **Download Claim Forms & Individual Plan Booklets**
- **Mobile App**
- **Submit/Track your claims**
- **Chat with a live agent if you need assistance**
- **Find a Practitioner/Dentist**
- **Information on your “Out of Country Coverage”**
- **General inquiries**

## **ACL Student Benefits**

**Toll Free: 1-800-315-1108**

**Email: [help@wespeakstudent.com](mailto:help@wespeakstudent.com)**



Student Union of Confederation College Inc.  
**Student Health Plan**

**WE SPEAK** STUDENT **COM**

CANADA'S LEADING STUDENT INSURER



**ACL Student Benefits: 1-800-315-1108**

# Student Health Plan

All full-time post-secondary students automatically receive a Student Health & Dental Plan as part of your student fees. The Student Health Plan, administered by SUCCI, provides affordable health insurance designed especially for students. International students are covered by an alternate plan provided by the International Education Centre.

## THE COVERAGE PERIOD

### **September 1, 2015 to August 31, 2016**

- for those beginning in the fall 2015

### **January 1, 2016 to August 31, 2016**

- for students starting college in the winter semester

### **You have 3 Options to consider before the DEADLINE DATE!**

- **OPT-OUT of the plan** – If you already have Health & Dental Coverage under your parent/ spouse, you may choose to OPT-OUT of the Student Health Plan by providing proof of other coverage to receive a refund.
- **Flex Plan Option** – Students are automatically enrolled in the recommended **BALANCED PLAN**. You can choose to change your plan benefits at no additional cost before the Deadline Date.
- **Family OPT-IN** – (For those students that remain on the plan)  
Students may choose to OPT-IN their spouse/dependents for an additional fee. (Specific details on following pages)

## IMPORTANT DATES TO REMEMBER

If you wish to choose a different plan, OPT-IN your spouse/ dependents or OPT-OUT of the plan you must do so online at [www.wespeakstudent.com](http://www.wespeakstudent.com) **before the deadline date of the first semester you are registered in EACH academic year.**

If you are a **September start student.**

Deadline is Sept 25, 2015

If you are a **January start student.**

Deadline is Feb 12, 2016  
(For those students **ONLY** who were not registered as a full-time September start student)

If you have any questions please visit the SUCCI Office or call (807) 475-6226, we would be happy to assist you.

# Flex Plan Option

All full-time students that have paid the Health Plan Fee are automatically enrolled in the Balanced Plan. This is the recommended plan for students. If you wish to select an alternate plan at no additional cost, you must do so PRIOR TO THE DEADLINE DATE: Fall start students - Sept 25, 2015 and Winter start students - Feb 12, 2016

Simply go to [www.wespeakstudent.com](http://www.wespeakstudent.com) and choose the plan that works best for YOU!

<b>BALANCED PLAN (AUTOMATICALLY ENROLLED)</b>	<b>ENHANCED VISION/ PRESCRIPTION PLAN</b>	<b>ENHANCED VISION/ DENTAL PLAN</b>
<p><b>Drugs:</b> 75% co-insurance \$1,000 maximum \$25 annual deductible</p> <p><b>Dental:</b> Basic and Preventative: 100% Minor Restorative: 75% Extractions: 75% (limit 2 wisdom) Major Restorative: 10% Maximum: \$500</p> <p><b>Extended Health Care: Vision:</b> \$65 maximum for one eye exam and \$80 for prescribed lenses and frames or contacts every 24 consecutive months</p> <p><b>Paramedical Practitioners:</b> 80% (\$300 maximum)</p>	<p><b>Drugs:</b> 80% co-insurance \$1,000 maximum No deductible</p> <p><b>Dental:</b> Basic and Preventative: 50% Minor Restorative: 50% Extractions: 25% (limit 2 wisdom) Major Restorative: 25% Maximum: \$250</p> <p><b>Extended Health Care: Vision:</b> \$65 maximum for one eye exam and \$120 for prescribed lenses and frames or contacts every 24 consecutive months</p> <p><b>Paramedical Practitioners:</b> \$20 per treatment (\$150 maximum)</p>	<p><b>Drugs:</b> 70% co-insurance \$500 maximum \$40 annual deductible</p> <p><b>Dental:</b> Basic and Preventative: 100% Minor Restorative: 80% Extractions: 75% (limit 4/yr.) Major Restorative: 10% Maximum: \$700</p> <p><b>Extended Health Care: Vision:</b> \$65 maximum for one eye exam and \$120 for prescribed lenses and frames or contacts every 24 consecutive months</p> <p><b>Paramedical Practitioners:</b> \$20 per visit (\$200 maximum)</p>

# To Opt-Out of the Plan

If you are covered under another comparable health insurance plan, you may OPT-OUT of the SUCCI Health Plan by providing proof of other coverage.

You are only eligible to OPT-OUT before the deadline date of the first semester you are registered in and you are only required to OPT-OUT once during each academic year.

Please go to [www.wespeakstudent.com](http://www.wespeakstudent.com) and select Confederation College

- Click on the OPT-OUT button
- Complete the online form - Please be aware that you will need to provide proof of similar coverage elsewhere  
(ie. As a dependent under your parents or spouses insurance plan)
- You will need your banking information (Account #, Transit #, Institution ID #)
- After you submit your OPT-OUT print a copy of your confirmation form as proof of OPT-OUT & keep for your records until you receive your refund by Direct Deposit within 2-3 weeks after the deadline date

## OPT-OUT DEADLINE DATES:

**No exception will be allowed for those missing the opt-out deadline!**

### Fall 2015

Deadline: September 25, 2015  
Refund: \$210

### Winter 2016

Deadline: February 12, 2016\*\*  
Refund: \$167

(\*\* for those students ONLY who were not registered as a September start student)

**Please note: You will NOT be able to OPT-OUT at any other point during this school year.**

(ie. If you are a September start student, you will not be able to OPT-OUT of the plan in January)

Any questions feel free to stop by the SUCCI Office or call (807) 475-6226.

# Family Plan

Students covered under the plan may OPT-IN spouses/dependents **for an additional fee**. Individual Plan Details are available at [www.wespeakstudent.com](http://www.wespeakstudent.com) (All coverage will terminate on August 31, 2016)

You may OPT-IN your spouse/dependents at the SUCCI Office with cash or money order or online at [www.wespeakstudent.com](http://www.wespeakstudent.com) with a VISA or MasterCard!

- Click on the OPT-IN button
- Complete the online form – make sure to double check your information is submitted correctly, ie. DOB for all dependents.
- Print a copy of your confirmation form as proof of opt-in and keep for your records.
- Your dependents/spouse will have the same Plan Option as you the student has chosen (ie. Balanced Plan, Enhanced Dental & Vision, Enhanced Prescription & Vision)

## FAMILY OPT-IN RATES (FOR SPOUSES AND DEPENDENTS) (for spouse and dependents)

### Fall 2015

Deadline: Sept 25, 2015

One Dependent: \$440  
Two Dependents: \$550  
Three Dependents: \$700  
Four or More Dependents: \$890

### Winter 2016

Deadline: Feb 12, 2016

One Dependent: \$365  
Two Dependents: \$460  
Three Dependents: \$575  
Four or More Dependents: \$740

You are only eligible to opt-in before the deadline date of your first semester, ie. If you are a September start student, you must purchase family coverage on or before September 25, 2015.

“Dependent Child or Children” means any natural child, step child or legally adopted child of the insured student, who is 20 years of age and under, unmarried and receives full support and maintenance from the insured student, or 21 years of age but less than 25 years of age, unmarried and receives full support and maintenance from the insured student for reason of full time attendance at an accredited institute, college or university in Canada or receives full support and maintenance from the insured student by reason of mental or physical infirmity; and is a resident of Canada.



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**Student Coverage for Out-of-Province/Canada**

**Medical Emergency Insurance**

All full-time students that remain on the SUCCI Student Health & Dental Plan are also covered by **Viator™ Group Travel Insurance**.

- IN THE EVENT OF AN EMERGENCY, YOU MUST CALL GLOBAL EXCEL IMMEDIATELY BEFORE YOU SEEK MEDICAL TREATMENT. The emergency telephone numbers are listed on the back of your medical assistance card.
- Overall Maximum per insured person – \$5,000,000 per coverage period
- Coverage period – 120 days per trip
- All eligible active full-time students under the age of 70
- The pre-existing stability period is “sudden and unforeseen”

For complete list of coverage details please visit [www.wespeakstudent.com](http://www.wespeakstudent.com)

**Benefit Summary**

- Paramedical services – \$250 per profession
- Prescription drugs – 30-day supply per prescription
- Private duty nurse – Up to \$5,000
- Transportation to bedside – Economy round-trip airfare plus up to \$150 per day to \$3,000
- Return of travel companion – One-way airfare
- Treatment of dental accidents – Up to \$2,000
- Meals and accommodation – Up to \$150/day, to \$3,000/trip
- Vehicle return – Up to \$5,000
- Incidental expenses – Up to \$250
- Return of deceased – Up to \$5,000

The following are covered at a reasonable and customary costs:

- Hospital accommodation
- Physician charges
- Diagnostic services
- Ambulance services
- Medical appliances
- Emergency air transportation

Your out of country benefit card is available in the SUCCI Office



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# STUDENT SERVICES



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# College Services Fee

All full-time post-secondary students pay the College Services Fee. The fee charged per semester for the 2015-2016 academic year is \$214 for Thunder Bay students, \$199 for Regional students and \$126 for Distance Education students. This fee is used to provide a wide variety of student services including:

- Information Technology & Computer Services
- Fitness Centre Gold Membership (Thunder Bay)
- Convocation and Awards
- Health Centre Services
- Student Employment Services
- Peer Tutoring and Study Skills
- Ombuds Service
- Resource Centre
- Wellness & Diversity
- Life Time Transcript
- Alumni Services
- Student Card
- Resource Development

Annually the services supported by the College Services Fee are reviewed and recommendations made for any additions, deletions or changes to the services.



# Registrar's Office

The Registrar's Office will guide you through your time at Confederation College. Visit us at the Information Hub located in the Shuniah Building at the Thunder Bay campus, Monday to Friday between 8:30am and 4:30pm. Whether you are deciding on a program choice, applying to college, registering for classes, making a payment or completing an OSAP application, we are here to help.

## OUR MISSION

We are dedicated professionals committed to providing guidance and information that will foster student success!

For detailed information on services, programs and key dates, visit the websites listed.

## RECRUITMENT

[www.confederationc.on.ca/prospect](http://www.confederationc.on.ca/prospect)

## ADMISSIONS

[www.confederationc.on.ca/admissions](http://www.confederationc.on.ca/admissions)

## REGISTRATION SERVICES

[www.confederationc.on.ca/registration](http://www.confederationc.on.ca/registration)

## CONTINUING EDUCATION

[www.confederationc.on.ca/ce](http://www.confederationc.on.ca/ce)

## FINANCIAL AID

[www.confederationc.on.ca/financialaid](http://www.confederationc.on.ca/financialaid)

## ACADEMIC POLICIES

[www.confederationc.on.ca/academicpolicies](http://www.confederationc.on.ca/academicpolicies)

## TUITION FEES

[www.confederationc.on.ca/registration/tuition](http://www.confederationc.on.ca/registration/tuition)



# Financial Aid

The Financial Aid Office is part of the Registrar's Office team, and is dedicated to supporting students who are in need of financial assistance. This is accomplished in the following ways.

## ONTARIO STUDENT ASSISTANCE PROGRAM (OSAP)

In administering the OSAP program for Confederation College, the Financial Aid Office is able to help students obtain the maximum amount of assistance they may be entitled to through the various OSAP programs. Students may be eligible for non-repayable grants, bursaries and interest free loans. To find out if you qualify, apply at <https://osap.gov.on.ca/>.

Under the Student Access Guarantee, students in need will have access to the resources they need for their tuition, books and mandatory fees. To find out more about the Student Access Guarantee, the Ontario Tuition Grant (30% off tuition) and for a complete listing of all available funding through the OSAP program, visit their website at <https://osap.gov.on.ca/>

## AWARDS

The Financial Aid Office supports full-time post-secondary students, through the Bursary/ Scholarship and Awards Program. Entrance Awards are open for application during the spring and summer for students starting school in the fall and then again in the fall for students starting school in the winter semester.

In-Program awards are made available for application during the fall semester. Other awards are made available during the academic year.

## HOURS

Monday – Friday,  
between 8:30 am and 4:30 pm  
for assistance.

For additional information, regarding the above programs and other services provided by Financial Aid, please visit the Financial Aid web page at [www.confederationc.on.ca/financialaid](http://www.confederationc.on.ca/financialaid)

# Computer Services

The Confederation College Computer Services Department is responsible for providing all information technology (IT) and audio visual (AV) services to the College community. This includes student and academic IT resources such as computer labs, help desk services, student network accounts, network/Internet services, academic software, printing, as well as other technology related services.

## HELP DESK SERVICES (WHERE DO I GET HELP?)

The Computer Services Help Desk is the central point of contact to obtain computer or technology related technical support for all users at Confederation College. The Help Desk is located on the 3rd floor of the Shuniah building in Rm. 346.

The Help Desk can also be contacted by:

Phone: (807) 475-6488  
Toll Free: 1-800- 465-5493,  
select option 4

(Ontario & Manitoba)

E-mail: [helpdesk@confederationc.on.ca](mailto:helpdesk@confederationc.on.ca).

## HOURS OF OPERATION

The Help Desk hours of operation during the academic year are as follows:

Monday – Thursday  
8:00 am – 9:00 pm

Friday  
8:00 am – 5:00 pm

Saturday & Sunday  
Closed

\* Telephone technical support is available during evenings, weekends, and holidays when the main Help Desk is closed.

## MCINTYRE BUILDING

Technical support is also available for students taking courses in the McIntyre building in Rm. 238.

Help Desk hours of operation for the McIntyre building are as follows:

Monday – Friday  
8:00 am – 4:00 pm

Saturday & Sunday  
Closed

NOTE: Help Desk hours of operation are subject to change.

## FOR MORE INFORMATION

For more information on other College Student IT services or support topics such as login accounts/passwords, e-mail access, computer labs, printing, setting up your own personal device for wireless/e-mail, Blackboard access, Banner access, and much more, please visit:

[www.confederationc.on.ca/  
studentIT](http://www.confederationc.on.ca/studentIT)



# Computer Services

## WIRELESS NETWORK ACCESS FOR STUDENTS

Wireless access points (running on the 802.11 a/b/g/n standards) to the college network/Internet have been installed throughout the campus. This means that any user with a wireless enabled device (laptop, tablet, mobile device, etc.) can configure their device to connect to the college network.

Instructions for setting up wireless networking will vary depending on the type of device being used, operating systems, etc.

## WIRELESS CONNECTIVITY

(For all College Buildings and Campuses)

Network Name/SSID: snap?47

Network Key (WEP): DAFCA169AA

For more detailed instructions on how to properly configure your specific laptop or mobile device to connect to the college's wireless network please visit:  
[www.confederationc.on.ca/studentIT](http://www.confederationc.on.ca/studentIT)



# Student Accessibility Services

Student Accessibility Services' primary function is to support the academic success of students with disabilities. The staff provides specialized support services for students and promotes equal access and opportunity.

## DISABILITY SERVICES

Student Accessibility Services provides individual assistance and support for students with disabilities. The needs of each student are unique; therefore, individualized accommodations are based on documentation. Services may include:

- Development of Accommodation Plans
- Help in developing efficient learning strategies
- Assessments
- Assistive technology

## LOCATION:

First floor of the Shuniah Building in the Student Success Centre Room 153.

## CONTACT

Phone: (807) 475-6618  
TDD: (807) 475-6666  
Fax: (807) 473-3744



# Counselling Services

Counselling services are offered to support students experiencing a variety of issues.

## WHEN SOMEONE IS:

- Feeling misunderstood
- Lonely
- Under too much pressure
- Not experiencing success in school
- Unable to figure it out
- In the wrong program
- Short of money
- Having hassles with friends or partners

See Counselling for confidential and friendly service

## QUALIFIED COUNSELLORS CAN HELP BY:

- Developing constructive alternatives to difficult situations
- Planning how to better cope with stress
- Referring to community services
- Accessing important information
- Clarifying rights and responsibilities
- Referral to faith groups and elders for assistance with spiritual matters.

## IN A CRISIS? COME IN RIGHT AWAY!

Special office space has been established in all eight Regional Campuses in order to facilitate easy "flick of a switch" videoconferencing for students wanting to speak to a counsellor. Presentations will be made at each campus during the Fall to explain how the system works. As well, Regional students can utilize email and phone for access to services offered at the Thunder Bay campus.



**For appointments in Thunder Bay, call 475-6618.**

Regional students may speak with a counsellor toll-free by calling 1-800-465-5493 and ask to speak to the counselling department.

## HOURS:

Weekdays  
8:30 am - 4:30 pm

# Student Success Advisors

Student Success Advisors provide academic advisement and work together to help you obtain the tools and resources necessary for you to be successful at college. Whether you are looking to enhance your study skills, have questions, or are having trouble finding the resources you need to be successful, stop by; our approachable advisement team is here for you.



## ACADEMIC ADVISEMENT

- Web Registration
- Dropping class(es)
- Program withdrawals
- Program transfers
- Transfer credits
- Prior Learning Assessment and Recognition (PLAR)
- Study Skill supports
- College departmental referrals

## FINANCIAL ADVISEMENT

- OSAP application assistance
- Scholarship/Award/Bursary application assistance
- Funding organizations networking (i.e. WSIB, March of Dimes, Aboriginal organizations)

## CAREER ADVISEMENT

- Career Cruising
- TypeFocus
- Referrals to employment agencies (i.e. Second Career)

## PEER MENTORSHIP CONTACT

- Peer Mentor training
- Mentor to Mentee connections

## ADMISSION SUPPORT

- College and University application assistance
- First Year Orientation organization
- Liaison with community groups/ organizations
- Assessment of transcripts re: admission requirements
- Mature Student Assessment (MSA) advisement

For more information and to meet your advisor, visit [www.confederationnc.on.ca/studentsuccess/advisement](http://www.confederationnc.on.ca/studentsuccess/advisement)

# Negahneewin Aboriginal Student Services

At Confederation College, we know transitioning to college can sometimes be tough. Negahneewin Aboriginal Student Services is here to help you reach your goals. We provide educational and personal supports as well as culturally centered activities and programming. For our Aboriginal learners, it is the goal of Negahneewin Aboriginal Student Services to create a welcoming and engaging environment that fosters success.

Whether you have questions, concerns or just need to talk, our Aboriginal Student Navigators are here for you. We can help with finding accommodations, assisting with funding and providing academic advising and career counselling.

Centrally located in the Shuniah Building, the Apiwin Lounge is a quiet, safe learning space where students can gather to study and complete coursework. Stop in any time and grab a coffee, eat lunch, meet with study groups or access the laptops and work stations. The freshly made Bannock, available every Tuesday, is more than enough reason to drop by.

## EVENTS THAT TAKE PLACE IN APIWIN

- Beading and crafts
- Movie Nights
- Snowshoeing
- Sharing traditional food
- Feasts
- Bingo Nights
- Drumming and dancing
- Moccasin Making Workshops
- Storytelling Circles and more!

## SERVICE PROVIDED

- Personal Counselling
- Academic Counselling
- Homework Help
- Transitional Supports
- Cultural Supports
- Career/employment counselling
- Special Education services
- Elder/senator program
- Traditional events and activities

Aboriginal Student Navigators  
(located in the Apiwin Aboriginal Lounge)

Room 144 Shuniah Building

For more information visit  
[www.confederationc.on.ca/aboriginalservices](http://www.confederationc.on.ca/aboriginalservices)

### Contact:

807-475-6252

Facebook: Apiwin: Negahneewin  
Aboriginal Student Services

### Hours:

Monday - Friday  
8:30 am – 4:30 pm

# Tutoring

If you need help with your studies, don't wait!! Help is not far away. Peer and professional drop-in tutoring services are available for students experiencing difficulty with their course work. All students including those registered at our regional campuses and in online programs qualify for assistance.

## HOW DO I GET A TUTOR?

Students experiencing difficulty should first consult with their instructor for assistance. If it is determined that further assistance is still required, follow these steps:

1. Pick up a Tutee Application Form from the Academic Success Centre or download it from the tutoring website - **[www.confederationc.on.ca/tutoring](http://www.confederationc.on.ca/tutoring)**.
2. Submit the completed form signed by your instructor to Academic Success Centre staff.
3. Academic Success Centre staff will provide you with full details and explain your responsibilities.

## HOW CAN I BE A TUTOR?

To qualify, a student must have an "A" in the course(s) they would like to tutor, faculty permission and a GPA of 3.0 or better.

1. Pick up a Peer Tutor Application Form from the Academic Success Centre or download it from the tutoring website. **[www.confederationc.on.ca/tutoring](http://www.confederationc.on.ca/tutoring)**
2. Submit the completed form signed by your instructor to the Academic Success Centre.

3. Meet with our Tutoring Officer to discuss your application, tutoring responsibilities and training requirements.

## PROFESSIONAL "DROP IN" TUTORING

Professional "drop-in" tutoring is offered in a variety of subjects throughout the academic year. Students are welcome to drop-in during posted times. A full schedule can be located on the tutoring website or stop by the Academic Success Centre for a listing of times and locations.

### CONTACT

Phone: 807-473-3894  
 Email: [academicsuccesscentre@confederationc.on.ca](mailto:academicsuccesscentre@confederationc.on.ca)  
 Web: [www.confederationc.on.ca/tutoring](http://www.confederationc.on.ca/tutoring)

### LOCATION

Academic Success Centre  
 Room 146 (First floor Library)  
 Shuniah Building

# Peer Mentoring

Starting College can be a stressful event for any student. The Peer Mentoring Program is designed to assist first year students in making a successful transition to college life. Peer Mentors are returning students who understand the challenges of starting college and they are here to provide you with encouragement, support, information and are able to refer you to the many services provided here.

## BENEFITS OF HAVING A MENTOR

- Your mentor can provide you with a familiar face and can walk you through those first weeks of school when you are overwhelmed.
- Your mentor can point you in the right direction when you don't know where to go.
- Your mentor can offer you insight into the things that only experience can teach.
- Your mentor can motivate you and encourage you when times get tough.
- Your mentor can expose you to diverse perspectives and experiences and help you broaden your horizons.
- Your mentor can be a trusting friend.
- Your mentor will tell you the truth because their primary objective is to make sure you are successful.

## HOW DOES A STUDENT APPLY FOR A PEER MENTOR?

Application forms are available on the Confederation College Website. Go to Departments, Student Success Centre and choose Peer Mentoring.

You can also see the Student Success Advisor for your School for further information and an application form.

## LOCATION

First floor of the Shuniah Building in the Student Success Centre Room 153

# Paterson Library

"Anywhere...Anytime...On Demand!" Connecting to library resources has never been easier and convenient! The Paterson Library Commons provides guided expertise and access to research resources, equipment and study facilities. For your added convenience we offer 24/7 online access to electronic resources and homework help "on demand" with our award winning askON live chat service. We're here to ensure your success!

## RESOURCES

- Print, e-books /e-journals, magazines & databases
- Laptops, iPads, tablets, cameras, Go-Pros, cell phone chargers, projectors
- DVD and streamed video collections
- LibGuides (program specific e-resources)
- 24/7 Virtual Library accessible off-campus with your ID card and PIN

## SERVICES

- Research Assistance - 7 days a week (in-person and online)
- askON Live Chat
- Computer workstations / Scanners / Photocopier
- Individual/ Group/ Casual Reading Areas
- Photo ID cards
- Group Study Rooms
- Print credit refills
- Reserves
- Cell phone charging stations

## CONTACT

(807) 475-6219  
 infodesk@confederationc.on.ca  
 www.confederationc.on.ca/library

## LOCATION

Shuniah Building – First and Second floor

## HOURS

Monday – Thursday  
 8:00 am – 9:00 pm

Friday  
 8:30 am – 4:30 pm

Saturday/Sunday  
 12:00 pm – 5:00 pm

Lower Level  
 7:00 am – 11:00 pm – 7 days a week





# Testing Centre

The Learning Resources Division –The Confederation College Testing Centre provides exam proctoring services to both Confederation College students and persons writing exams for other organizations and institutions. Priority is given to Confederation College students who require accommodations, are enrolled in an online course, or need to write a missed or make-up test.

## STUDENTS WITH DISABILITIES

Students with accommodation plans may require special arrangements for testing, such as a private room, extended time, assistive technology and/or proctor support. Students must book their test appointments through the Student Success Centre. For more information please call (807) 475-6560 or visit us online at [www.confederationc.on.ca/accessibility/disabilityservices](http://www.confederationc.on.ca/accessibility/disabilityservices)

## MISSED OR MAKE-UP TESTING

Students must obtain faculty approval before scheduling missed/ make-up tests with the Testing Centre. In addition, students must have a completed Test Supervision Form when booking a test date/ time. It is recommended that a test be booked well in advance as seats are assigned on a first-come, first-serve basis. If the requested date/time is unavailable, it is the responsibility of the student to follow-up with their faculty to re-schedule. Confederation College students who have received permission to write a missed or make-up test are not charged a fee.

## ONTARIO LEARN

To book your OntarioLearn exams please visit [www.confederationc.on.ca/ce/ontariolearn](http://www.confederationc.on.ca/ce/ontariolearn)

You can also reach staff at (807) 475-3890 or via email at [olexams@confederationc.on.ca](mailto:olexams@confederationc.on.ca) to answer any questions you have.

## FEES

Please visit our website or contact our office for a complete listing of test related fees.

## CONTACT

Phone: 807-475-6476

Email: [testingcentre@confederationc.on.ca](mailto:testingcentre@confederationc.on.ca)

Web: [www.confederationc.on.ca/testingcentre](http://www.confederationc.on.ca/testingcentre)

## LOCATION

Testing Centre – Room 339A  
Shuniah Building

# Health Services

Learning to take care of your own health will be a very important part of your life as a college student. The College Health Centre is here to assist you! Confederation College's Health Services provides primary health and mental health care to on-campus and regional students.

Health Services is open throughout the academic year to enable students' access to medical services to help them become active participants in their own health care.

## WHAT SERVICES ARE AVAILABLE AT THE HEALTH CENTRE?

Regular clinics are offered during the school year excluding holidays. Medical professionals will provide:

- Primary care for episodic illness and chronic medical conditions
- Wellness examinations
- Physicals – annual, 3rd party, Ministry of Transport, and Aviation
- Tuberculin Skin Testing and advice with regard to compulsory health requirements for specific programs
- Birth control and emergency contraception
- Massage therapy
- Treatment for warts
- Health counselling – nutrition, birth control, sexuality, stress management, diabetes etc.
- Health supervision for special conditions – asthma, diabetes, hypertension, epilepsy etc.
- Health promotion
- Pamphlets and literature on a wide variety of health topics

## HEALTH INSURANCE

Most medical services are paid by the Ontario Health Insurance Plan. A health card must be presented at each visit. Out of province students should read their insurance policy carefully to determine their coverage while out of province. International students are responsible for obtaining their own medical insurance and determining coverage of services.

For appointments, call (807) 475-6169 (\$20 Fee will be charged for missed appointments without 24 hr cancellation)

### HOURS:

Monday to Friday  
8:30 am-4:30 pm

Closed for Lunch

### LOCATION

Shuniah Building - First floor REACH, attached to the Dental Clinic, Room D102

Web: [www.confederationc.on.ca/healthcentre](http://www.confederationc.on.ca/healthcentre)

# Get it all

## at the Fitness Centre!

- ▶ All full-time students of the college **receive full access** to the Fitness Centre as part of their student activity fees.
- ▶ Your student photo ID card doubles as your Fitness Centre membership card. Please present your card when checking into the Fitness Centre.

[www.fitnesscentre.com](http://www.fitnesscentre.com)

Get it  
all at the **Fitness**  
Centre at Confederation College

# Emergency Student Food Bank

## WHAT IS THE FOOD BANK?

SUCCI and Confederation College in partnership operate an emergency food bank.

The food bank is not meant to supplement OSAP or personal budgets but to assist students in the rare times when resources for food are unavailable. This service is non-judgmental and confidential.

## HOW DO I ACCESS THE FOOD BANK?

Students can access the food bank through one of the following locations:



### **SHUNIAH:**

SUCCI, Student Services,  
Financial Aid.

### **MCINTYRE:**

McIntyre Building Office

### **ACE:**

ACE Office

### **All Offices**

Open 8:30 am - 4:30 pm. No  
appointment is necessary.

## WHO CAN ACCESS THE FOOD BANK?

Current students can access the Emergency Student Food Bank service a maximum of once per semester. Students will be asked to provide a current student card. Students with greater need are encouraged to inquire about additional support options available through Financial Aid and Counselling. Upon access of the Emergency Student food bank, a list of other college & community support services will be provided to those students showing greater need than the emergency capacity of the student food bank.

## INQUIRIES?

The foodbank is supported through donations and a partnership with the RFDA. If you wish to donate items please contact SUCCI or drop items at the SUCCI Office in the Shuniah Building.

### **CONTACT**

SUCCI at 475-6237

Web: [www.succi.com](http://www.succi.com)

# Ombuds Service

Have a problem and don't know how to solve it...

Need 100% confidentiality...

Then see the ombudsperson for help and answers to all your questions.

## SEE THE OMBUDSPERSON WHEN YOU NEED:

- To be heard
- To discuss a sensitive issue (e.g. harassment, discrimination)
- An unbiased opinion
- Information on a policy or procedure
- To improve your conflict resolution skills
- Help preparing for a difficult conversation
- To make things right again

## THE OMBUDSPERSON WILL:

- Help you put your situation in perspective
- Guide you through the conflict resolution process
- Provide a referral to other resources
- Help you find options for a solution

When your college experience or success is in jeopardy, contact the Ombudsperson:

Drop by or make an appointment with:

Kim Morgan, Ombudsperson  
Shuniah Building, Room A212



Phone: 807 475-6209

Fax: 807 473-3727

Toll free: (800) 465-5493 x 6209

Email: [ombuds@confederationc.on.ca](mailto:ombuds@confederationc.on.ca)

### HOURS

Monday – Wednesday

10:30 am to 4:00 pm

Thursday

10:30 am to 12:00 noon

### PLEASE NOTE:

- Appointments can be made at other times and places if necessary
- Regional students may access the ombuds service via webcam

# College Book Store

The College Bookstore, Managed by Follett, is located near the Golf Links entrance of the Shuniah Building. It is one of the services that Confederation College provides for its students and employees.

The bookstore has a wide variety of merchandise for sale including:

- textbooks, textbook rental, digital textbook, reference books, general interest reading
- supplies (general or related to a specific course)
- computer software can be ordered
- clothing & gifts
- snacks
- bus passes (20 Ride Pass)
- stamps

## BUY-BACK OF TEXTS:

Ongoing buy-back throughout the year, check with the bookstore staff.

## SPECIAL ORDERS:

Special orders can be requested at any time. Provide the bookstore with as much information as possible (author, title and ISBN number).

Online orders – [www.efollett.com](http://www.efollett.com) follow the prompts

## HOURS:

Monday–Friday,  
8:30 am–4:30 pm

Extended hours will be posted as required.

## CONTACT

The College Bookstore can be contacted at 475-6225 or [www.efollett.com](http://www.efollett.com)

## LOCATION

Shuniah Building - First floor,  
located near the main entrance



# The Print Shop

The Print Shop is your one stop shop for all your classwork printing needs. We offer fast, convenient, and customized printing services:

- Full colour and black/white printing and photocopying (8.5X11", 8.5X14", and 11X17" paper sizes)
- Black & White - \$0.05 /copy  
11X17 - \$0.10 /copy
- Colour – \$0.40 /copy  
11X17 - \$0.44 /copy
- Coil binding (clear cover and card backing) while you wait (\$5.00 dollars)
- Booklet making (fold and saddle stitch)
- Machine (pamphlet) folding (half-fold, letter fold, z-fold)
- Collating
- 3-hole drill/punch
- Laminating, from small ID cards up to 24 inches wide.
- Updating your student account print balance.
- Poster (large format) printing

## LOCATION

Shuniah Building - First floor Room B112, past the Multimedia program lab area



# Northwest Employment Works

Northwest Employment Works (NEW) is a one-stop Employment Assessment Centre conveniently located in Thunder Bay, Marathon and Dryden.

## ARE YOU A STUDENT, AN UPCOMING OR RECENT GRAD?

We can help you define your career path!

Services for Students:

- Knowledgeable staff to help guide/advise you
- Up-to-date job boards including opportunities in the hidden job market
- Information on local, provincial and national Labour Market trends
- Workshops on; Resumes and Cover Letters, Job Search Techniques and Interview Preparation
- Summer Jobs Service Program for students returning to school in the fall
- Computers to do online searches create or update your resume, cover letters or other job related documents
- A photocopier, fax and telephone for job searches

**Drop by one of our Community  
Employment Resource Centres.**

### HOURS:

#### Thunder Bay

Monday - Friday  
8:30 am – 4:30 pm

Wednesday until 6:00pm

Confederation College  
1450 Nakina Drive, C107  
Thunder Bay, ON P7C 4W1

Phone: (807) 473-3829  
Fax: (807) 473-3869

#### Marathon

Monday – Friday  
8:30 am – 4:30 pm

Thursday until 6:00pm

52 Peninsula Rd  
North Block, Suite 111  
Marathon, ON P0T 2E0

Phone: 1-866-602-6667  
Fax: (807) 229-1592

#### Dryden

Monday – Friday  
8:30 am – 4:30 pm

Thursday until 7:00pm

30 Earl Avenue  
Dryden, ON P8N 1X5

Phone: (807) 223-4006  
Fax: (807) 223-5242





# International Education Centre

The International Education Centre (IEC) offers a full range of academic and personal support to international students. The IEC:

- Acts as a liaison and refers international students to relevant departments and services
- Advocates for international students
- Arranges mandatory health insurance coverage for international students and Canadian students studying abroad
- Delivers scholarships to international students
- Facilitates English conversation groups and related activities
- Facilitates interactive and informal connections through an active Facebook Page for international students
- Offers academic advising to international students
- Organizes cultural and recreational activities for international students throughout the year
- Promotes Confederation College at a global level
- Promotes diversity within the college
- Provides English language training in ESL (English as a Second Language) and EAP (English for Academic Purposes) programs
- Provides international students with an in-depth orientation to Confederation College and Thunder Bay
- Raises the reputation of the college while working with national and international educational partners and service providers
- Reserves on-campus and homestay accommodation for international students
- Responsible for all of Confederation College's student recruitment activities beyond Canadian borders; and
- Serves as a first point of contact for international students for emergencies, issues or concerns

The IEC also promotes and facilitates international study and work experience opportunities for Canadian students. The IEC may also be able to assist with scholarships for selected study or work-abroad programs. For more information on international opportunities for Canadian students, please visit: **[www.confederationc.on.ca/international/studyabroad](http://www.confederationc.on.ca/international/studyabroad)**

For more information, contact:

Jennifer Kaplanis  
International Education Advisor  
(807) 475-6467  
[jennifer.kaplanis@confederationc.on.ca](mailto:jennifer.kaplanis@confederationc.on.ca)

## LOCATION

Shuniah Building – Second floor,  
Room 251

# Public Safety

## CAMPUS SECURITY

Our staff of professionally trained Security Guards is available 24 hours per day to provide you with assistance when you need it. Our office is located next to The Hub, in Shuniah Room 142.

In an emergency, Security will respond to your location, provide support to you and make the important follow-up calls, whether the assistance is internal or external (i.e. Fire, Police or Ambulance).

Security will make the contacts and provide directions for the emergency responders.

Campus Security is also responsible for building and room access.

Visit us at: **[www.confederationc.on.ca/publicsafety](http://www.confederationc.on.ca/publicsafety)**

## CAMPUS WALK

Campus Walk provides escorts for individuals who wish to be accompanied to their vehicles, or between buildings. The service is provided year-round through Public Safety - Security. From early September to late April, the Campus Walk Team, a group of student volunteers, provides additional assistance on Monday to Friday evenings.

To request service, visit the Public Safety – Security Office, Shuniah Room 142, use a Help! Phone, or dial 623-0465 from a cell phone.

## CAMPUS ALONE

Campus Alone is a "check-in" service for individuals who are working alone on campus after regular hours. If you are pre-approved to be in a space after regular hours, request Campus Alone follow-up when you complete the Campus Alone Webform.

If you submit an Entry Permit to be in the building after regular hours, you may also request Campus Alone service.

## BUILDING ACCESS (ENTRY PERMITS)

Students who need access to a classroom or lab after regular hours, need permission to be in the building.

- If you are pre-approved to be in a space after regular hours, complete the Campus Alone Webform, at the Public Safety website: **[www.confederationc.on.ca/publicsafety](http://www.confederationc.on.ca/publicsafety)** or
- Submit a signed Entry Permit to the Public Safety - Security Office, Shuniah Room 142, no later than 4:30 pm, Monday to Friday. Blank forms may be picked up at the Public Safety Office, or may be downloaded from the Public Safety website: **[www.confederationc.on.ca/publicsafety](http://www.confederationc.on.ca/publicsafety)**

# Public Safety

## CONTACT US

The Public Safety - Security Service can be contacted 24 hours a day.

In a life-threatening or unknown, medical emergency, dial 911 from a College phone; or call 911 from a cell phone and then contact Public Safety (623-0465).

In all other emergencies:

- Dial 922 from a college phone, or 623-0465 from a private or cell phone.
- Use one-touch dialing from a campus "Help! Phone", a Classroom Help! Phone, or, the "Blue Light Phone" at the south end of Lot E.
- Press an urgent assistance "Blue Button" located in corridors if you cannot get to a phone.

For routine assistance, dial 6324 from a college phone; or 475- 6324 from a private phone or cell phone.

## THE HELP! PHONE

Look for "Help! Phones" across campus in all academic buildings and at Sibley Hall Residence. They are your one-stop access point for help:

- in any emergency (e.g. injury or illness, fire or smoke, victim of crime, witness to crime, suspicious activity, etc.)
- in reporting a hazardous situation to the Facilities Services Work Order Desk (e.g. spills, icy sidewalks, unpleasant odours, etc.)

- in contacting Health Services, The Hub, the Student Union (SUCCI), and the Computer Services Help Desk.

## DID YOU KNOW?

If you dial 911 from a College phone, an e-mail alert will be sent immediately to the Public Safety – Security Service. They will be able to meet emergency responders and provide way-finding to your emergency location.

## "BLUE BUTTON" URGENT ASSISTANCE

Sometimes an emergency is so urgent (e.g. assault, etc.), that you don't have time to talk. You can still get help, by pressing a "Blue Button" urgent assistance device. The buttons are located in hallways throughout all academic buildings.

## HEALTH & SAFETY

Confederation College is a safe and healthy learning community, in which all community members – including you – have a role to play.

## REPORTING HAZARDS

To report a hazard in a classroom, lab or shop, advise your faculty member or the technologist immediately.

To report a hazard on the grounds (e.g. icy sidewalk, etc.) or in a public place on campus (e.g. a spill on a stairway or in a hallway, etc.):

# Public Safety

- at the Thunder Bay Campus, contact the Facilities Services Work Order Desk, by using "Help! Phone" located in all academic buildings on campus and at Sibley Hall Residence.
- at Regional Campuses, contact the main office for assistance.
- The use of smokeless tobacco, including both snuff and chew, is not permitted within any College building or vehicle.
- The use of e-cigarettes and vaping is restricted to designated smoking areas.
- All Confederation College facilities are "fragrance free".

## REPORTING INJURIES

At the Thunder Bay Campus: In a life-threatening or unknown medical emergency, dial 911 from a College phone; or call 911 from a cell phone and then contact Public Safety (623-0465).

Use the closest "Help! Phone" (in a classroom or corridor); or the "Blue Light Phone" at the south end of Parking Lot E. You can also contact Public Safety by calling 922 from a college phone or by calling 623-0465 from a cell phone or private phone.

At regional campuses: contact the main office for assistance.

If you are injured in a classroom, lab or shop, your faculty member or technologist will be able to help you access first aid or medical assistance.

## WE SHARE THE AIR!

- Smoking at all campuses is permitted in designated smoking areas only. For the location of the designated smoking area nearest you, refer to the "We Share the Air!" site plans at: [www.confederationnc.on.ca/publicsafety](http://www.confederationnc.on.ca/publicsafety)

## USING SAFETY EQUIPMENT OR CLOTHING

Activities in some programs require that students use or wear specific types of safety equipment or clothing. Consult with your faculty member or program coordinator for safety requirements in your program.

## FOLLOWING SAFETY INSTRUCTIONS

Working in a lab or shop? Follow the directions of your faculty member or technologist. Their instructions reflect legislated safety requirements and best safe work practices.

## LOOKING FOR MORE INFORMATION?

Not able to find the health and safety information that you're looking for? Check with:

- your faculty member, technologist, program coordinator and/or Dean;
- your Campus Director (at regional campuses);

# Public Safety

- Facility Managers at the Fitness Centre and Sibley Hall Residence;
- the Senior Manager, Public Safety (807-475-6624); or
- the SUCCI representative on the Shuniah Joint Health and Safety Committee.

They are all available to help students resolve health and safety questions or to find additional health and safety resources.

## EMERGENCY PROCEDURES

Check the Public Safety webpage for information and procedures to follow in emergencies: **[www.confederationc.on.ca/publicsafety/procedures](http://www.confederationc.on.ca/publicsafety/procedures)**

## EVACUATION ALARMS / BELLS

When a fire occurs or smoke is detected, you will hear fire alarms ringing, or smoke detectors sounding. When the fire or smoke alarm sounds, you must leave the building immediately by the most direct route to the outdoors. Use the stairs: do not use elevators. Walk; don't run.

## EVACUATION IS NOT ALWAYS THE BEST RESPONSE.

In some emergency situations, evacuation may not be a safe response alternative:

## SHELTER IN PLACE

The Shelter in Place strategy will be implemented in the case of an external environmental threat in the vicinity of the college, such as a chemical spill or gas leak in neighbourhood, or during extreme weather.

- return indoors / don't go outdoors  
close windows & window coverings
- turn off cell phones & electronic devices; do not call Switchboard, Security, etc. for info
- continue regular indoor routines; remain in place until advised by public announcement that Shelter in Place has been lifted

## HOLD AND SECURE

The Hold and Secure procedure is initiated when the threat is near, but not inside the building, such as when there is an offender in the neighbourhood.

- return indoors / don't go outdoors;  
close & lock exterior doors; close windows & window coverings
- turn off cell phones & electronic devices; do not call Switchboard, Security, etc. for info
- continue regular indoor routines; remain in place until advised by public announcement that Hold and Secure has been lifted

# Public Safety

## LOCKDOWN

The Lockdown procedure is initiated when danger is present on the college site (e.g. active shooter in building) and the safety of students, staff and public is threatened.

- enter the nearest room; close doors, locking or barricading when possible; close windows & window coverings; move away from doors and windows
- turn off cell phones & electronic devices; maintain silence; do not call Switchboard, Security, etc. for info; call 911 or contact Security only if you have helpful information (e.g. location of suspect, etc.)
- lie on floor if gunshots are heard; prepare to evacuate the building or to relocate to another space if your security is compromised; remain in place until advised by the Police

**HOT TIP:** When thinking about what you need to do if a Lockdown were announced, remember the following: "Out of Sight. Out of Mind. Out of Harm's Way".

## HARASSMENT AND VIOLENCE: WE WON'T STAND FOR IT!

All members of the college community have a right to a work and study environment that is free of harassment, violence and the threat of violence.

## BREAK THE SILENCE

Report incidents of harassment, (including cyberbullying), violence or the threat of violence. Help is available by contacting:

- your faculty member, your program coordinator or Dean;
- the Counselling Office;
- the Ombudsperson;
- Facility Managers at the Fitness Centre and Sibley Hall Residence; or
- your Campus Director (at regional campuses).

## LOCKER RENTALS - KEEPING YOUR VALUABLES SAFE

Keep control of your possessions: do not leave valuables unattended, even briefly.

If you do not want to carry everything with you, consider renting a locker.

Lockers in various sizes can be rented on-line at: **[www.confederationc.on.ca/publicsafety/lockers](http://www.confederationc.on.ca/publicsafety/lockers)** (Remember not to share your locker combination with other people.)

# Parking Permits & Locker Rentals

All vehicles intending to park in the parking lots of the Thunder Bay campus, require either a daily pass, or a parking permit. One of these must be displayed in your vehicle between 8am and 5pm.

To purchase your annual or semester parking permit:

- 1) Log into the College Portal at <http://portal.confederation.on.ca> and select Banner SSB Information System
- 2) From the Banner Main Menu, select the Parking and Printing Tab. Click on Parking Pass Information and select New Parking Pass.
- 3) Choose the type of permit you wish to purchase, provide your vehicle license plate number, and click on the box agreeing to abide by College Parking Regulations.
- 4) Pay for your parking pass online with Visa or MasterCard or at the Facilities Office for Cash and Debit only. Pick up your permit at Facilities Services (Shuniah B106). During the first week of September, a special pick up location will be identified to handle the expected high volume of permit sales.

Parking permits cannot be sold to anyone with outstanding parking tickets – these may be paid for on your SSB Banner account or in person. Vehicles with more than 2 unpaid outstanding tickets are subject to being towed.

To purchase a daily parking pass visit the parking booth located off of the Golf Links Road entrance. (exact change is required).

On campus occasionally? 20 pass Smart Cards are available for purchase at the Bookstore. There is a refundable deposit upon return of the card. Smart cards are used at the parking booth to redeem daily passes and are more economical than purchasing them separately (saving you 30%).

For further information about Parking at Confederation College, visit the Parking website at **[www.confederation.on.ca/parking](http://www.confederation.on.ca/parking)**

## LOCKER RENTALS

Lockers are available for rent on-line at **[www.confederation.on.ca/publicsafety/lockers](http://www.confederation.on.ca/publicsafety/lockers)**. Using your college login account, you will be able to select a locker by building location, locker size and period of rental.





# TRANSIT uPASS

Any Bus. Anywhere. Anytime.

for route & schedule information visit [thunderbay.ca/transit](http://thunderbay.ca/transit)

All full-time post-secondary students\* can show their student card to receive unlimited access to any Thunder Bay Transit bus from September 1st, 2015 to August 31st, 2016.

Your student card will act as your uPass. Simply show the Transit Operator the front of your student card and you can go on any bus, anywhere Thunder Bay Transit provides Service



\* non-post secondary students may apply to opt-in to the uPass



# Transit U-Pass Program

## WHAT IS A U-PASS?

The U-Pass or Universal Bus Pass is an environmentally friendly, cost saving and safe service, which allows unlimited use of the city bus, any time, any day, anywhere that Thunder Bay Transit provides service.

## HOW MUCH DOES IT COST?

The U-Pass fee is a compulsory ancillary fee that all full time post-secondary students at the Thunder Bay Campus pay. Students are assessed this fee at the beginning of their academic term. Students starting in September are assessed the \$97 fee for the full academic year. Students who start in January are assessed a fee of \$66.

Your student card\* will act as your U-Pass. Show the Transit Operator the front of your student card and go anywhere Thunder Bay Transit provides service. \*If you lose your student card, you have also lost your U-Pass.

Students can replace a student card at the Library for a fee.

## WHEN CAN I USE THE U-PASS?

Students registered in the fall semester can use their U-Pass starting September 1, 2015 until August 31, 2016. For students beginning courses in January, the U-Pass is valid from January 1 to August 31, 2016.

## USE AND ABUSE OF YOUR U-PASS

A student who has paid for the U-Pass will receive a student card which has the U-Pass sticker on the card. You may ride the bus by showing your student photo ID card with the U-Pass on it.

A student must use his/her bus pass in accordance with the following guidelines:

- Student must present their Confederation College student ID card to the Transit Driver upon each boarding with the valid U-Pass sticker

**A student must not make fraudulent use of a U-Pass which includes, but is not limited to:**

- Allowing either directly or indirectly, another individual to use his or her student card/u-pass regardless of whether or not the individual is a student and entitled to a U-Pass
- The card is valid only for the student named on the student card
- Altering the student card or u-pass for the purpose of fraudulent access to the transit services
- Possession or using an unauthorized Student Card/U-Pass
- Failing to present his/her Confederation College Photo ID Card with U-Pass to the Transit Driver

# Transit U-Pass Program

**Students who fraudulently use their U-Pass will have the privilege revoked with no refund issued.**

## HOW DO I OPT-IN TO THE U-PASS?

Students attending College full-time or part-time in one of our non-postsecondary programs may qualify to opt-in to the U-Pass program by paying a fee at the Thunder Bay Campus only. Upon payment of the U-Pass Fee, a sticker will be applied to your student card as proof of registration into the U-Pass program. Off-site programs, regional programs, distance education students and school board programs are not eligible to opt-in to the U-Pass. Only those student groups who pay SUCCI fees are eligible to be considered for a U-Pass.

## CAN I OPT-OUT AND RECEIVE A REFUND?

The U-Pass is non-refundable. Students who live outside the Thunder Bay Transit service area can request to opt-out of the U-Pass with proof of residency and be issued a refund. Please visit the SUCCI Office and opt-out prior to:

Fall Start Students –  
Friday, September 25, 2015

Winter Start Students –  
Friday, February 12, 2016

## STUDENTS WITH DISABILITIES

Students who use Lift+ Specialized Transit as their primary source of transportation are eligible to opt-out of their U-Pass if they choose. The U-Pass is not accepted on Lift+ Transit.

## WHERE CAN I FIND BUS INFORMATION?

Bus schedules and route maps are located at the front desk of the SUCCI Office, at the Information Hub, or on information posts at campus bus stops. For further transit schedule and route information, please call the Transit Helpline at 684-3744 or visit [thunderbay.ca/transit](http://thunderbay.ca/transit).

Thunder Bay Transit is on Google Maps. Simply enter your origin and destination on [maps.google.com](http://maps.google.com), click the transit icon, and Google will plan your trip for you. Also works great in the Google Maps app for your mobile device.

For real-time departure information, visit [www.nextlift.ca](http://www.nextlift.ca) on your computer or mobile device.

# Transit U-Pass Program

## CAN I TAKE MY BIKE ON THE BUS?

Thunder Bay Transit has installed racks on all buses so cyclists can take their bikes with them. Bike racks hold two bikes. The racks are designed for easy loading and unloading and are available on a first come, first serve basis. There is no additional cost; your bike rides for free!

## IS MY U-PASS ELIGIBLE FOR A FEDERAL TAX CREDIT?

The U-Pass fee is eligible to claim for the Federal Transit Tax credit. U-Pass receipts are available online in your MyCampus account.

## HOW SAFE IS TRANSIT?

Security cameras have been installed on every bus. The installation of surveillance cameras is intended to improve the protection and safety of employees and the general public, to reduce and deter incidents of vandalism or criminal activity and for the protection of property and assets. Also, Transit offers a Night Stop program. After dark, you can ask your driver to drop you off between bus stops, closer to your destination.

## HOW CAN I BE A RESPECTFUL RIDER?

Public Transit means you are sharing a trip and sharing space with other passengers. Respect those you are riding with and you can expect their respect in return. Here are some things to remember:

1. Please do not place anything in the aisle
2. Try to occupy only one seat with you and your parcels
3. Leave the Priority Seating area for those who need it
4. No foul language
5. Please refrain from loud conversation, music or cell phone calls
6. If you have a beverage, please cover it to avoid spilling it on others
7. Take any newspapers or litter with you when you depart
8. Please exit at the rear doors
9. Refrain from using cologne or perfume.

Common courtesy among passengers can make everyone's trip more pleasant!

# Sustainability

Confederation College is committed to creating a campus that is environmentally friendly and sustainable. Respect and care for the environment, sustainable living and intergenerational responsibility are just some of the aspects of sustainability that are important to the college.

## WHAT IS SUSTAINABILITY?

Sustainability is meeting the needs of the present without compromising the needs of future generations. Sustainability includes the environment, society and economics, each of these features are connected to one another. In order for sustainability to be achieved each feature must be stable and undamaged.

### On Campus:

Take a look around campus for some of our sustainable features, including:

- Living Wall: a wall made up of plants that naturally filters and cleans the air. Located in the McIntyre Building
- Water Bottle Re-Fill Stations: fill up your reusable water bottle for free at one of the re-fill stations, they dispense cool, clean, filtered water instantly. At least one located in every building
- Bio-Energy Learning and Research Centre: burns biomass to heat the Shuniah Building instead of using natural gas or electricity
- Light Sensors: turns off the lights in rooms, automatically, that have had no movement

For more information about the college's sustainability efforts or ways to get involved please visit: [www.confederationc.on.ca/sustainability](http://www.confederationc.on.ca/sustainability)

### Confederation College Sustainability Policy:

Confederation College is committed to sustainability leadership on campus and in Northwestern Ontario by promoting awareness through curriculum, research, policies and actions.

All staff and students contribute to developing and supporting a sustainable culture on campus.

### Principles:

- Conservation of natural resources and pollution prevention
- Observation of Indigenous principles of an interconnectedness to the natural world
- Integrate sustainability in culture, sports, recreation and other activities
- Focus on goals to achieve positive ecological, economic and social outcomes, such as:
  - reducing carbon emissions
  - applied research
  - decrease waste generation

# Sustainability

- health of the campus ecosystem
- promote and support sustainability at the college, in the community and regionally

## SUSTAINABILITY

### How to Get Involved:

If you are interested in getting involved in the environment of Thunder Bay or are looking for more information about what is going on around the city, here are some great opportunities for you!

### EcoSuperior Environmental Programs

- Offers a wide range of programs and services, from community and school presentations to information resources and a growing retail operation of eco-friendly products. Volunteers are always welcome to participate in many different activities!
- For more information or volunteer opportunities please visit: [www.ecosuperior.org](http://www.ecosuperior.org) or call 624-2140

### EarthCare Thunder Bay

- Works in partnership with the City of Thunder Bay on issues of climate change and community sustainability, with the main priority of implementing the Community Environmental Action Plan

- For more information please visit: [http://www.thunderbay.ca/Living/Environment/EarthCare\\_Thunder\\_Bay.htm](http://www.thunderbay.ca/Living/Environment/EarthCare_Thunder_Bay.htm)

### Environmental Film Network

- Provides free screening of environmental related movies to the public monthly
- For a list of upcoming movies and show times please visit: [www.efilmnetwork.wordpress.com](http://www.efilmnetwork.wordpress.com)

### Green Drinks

- A monthly gathering of environmentally-minded people who get together to discuss the latest issues and events. Green Drinks takes place the third Wednesday every month at different local restaurants.
- To find out where the next Green Drinks is please visit: [www.ecosuperior.org](http://www.ecosuperior.org)



Confederation

# ALUMNI

**When you graduate, you will be one of our valued Confederation College Alumni.**



**Visit [www.confederation.on.ca/alumni](http://www.confederation.on.ca/alumni) to ensure your contact information is up-to-date!**

**Join our Facebook Group or connect with us on LinkedIn.**

**Stay connected to Alumni events, services, benefits and much more!**



**[WWW.CONFEDERATIONC.ON.CA/ALUMNI](http://WWW.CONFEDERATIONC.ON.CA/ALUMNI)**

# Students

**Join Confederation's Social  
Media Community Today!**



**News | Events | Contests  
Information | Discussions And More!**

Visit us at [confederationc.on.ca](http://confederationc.on.ca)



**Confederation  
COLLEGE**

\*Message and Data Rates May Apply. You may opt out at any time by sending STOP to 54500. Supported carriers: Bell, Telus, Rogers, Tbaytel, Sasktel, MTS, Virgin, and Fido. For help or information text HELP to 54500.

Printed in Canada | 2000 | June | 2014





# CALENDAR OF EVENTS



# OZONE

TANNING PARLOUR



Sun for life



DESIGNER SKIN

## TANNING TECHNOLOGY AT ITS PEAK!

**Mystic Tan** is equipped with MagneTan™ technology. It uses your body's own magnetic properties to attract the Mystic Tan Myst™ to every exposed surface of your skin, leaving you with an even, streak-free sunless tan.

**VersaSpa:** a revolutionary sunless tanning system. MagicTan® has combined innovation after innovation to create the world's first automatic skin treatment that helps guests bronze, hydrate and smooth their skin in just 60 seconds.

**Entropy:** a specialized high-pressure tanning booth that gives a safer, quicker tan so it's better for your skin - and your schedule.

SEE COUPON IN THE ADVERTISING SECTION



TANNING...  
LOOK GOOD.  
FEEL GREAT.

109 REGINA avenue

768-5000

701 MEMORIAL avenue

345-5500

540 WEST ARTHUR street

473-5550



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facebook [www.ozonetanning.ca](http://www.ozonetanning.ca)

# 2015-16

## SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## OCTOBER

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## NOVEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JANUARY

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

## MARCH

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## APRIL

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## MAY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

## JUNE

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## JULY

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## AUGUST

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

# S SEPTEMBER

SUNDAY	MONDAY	TUESDAY
		1
6	7	8
	College Closed:	Orientation
	Labour Day	
13	14	15
20	21	22
27	28	29

Want a **Student Job** on campus?  
 Interested in getting involved in  
 Free **Campus Rec Events** or **Varsity  
 Athletics?** Visit [www.SUCCL.com](http://www.SUCCL.com) for  
 more information!



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
-----------	----------	--------	----------

2	3	4	5

9	10	11	12
Orientation	Classes begin for most programs		

16	17	18	19

23	24	25	26
	Last day for refund of fall semester full time fees		

30	<p>Visit <a href="http://www.SUCCI.com">www.SUCCI.com</a> for <b>Free Upcoming Events and Activities</b> for all students!</p> <p><b>Want to join a Varsity Athletics or Sports Team?</b> Golf, Indoor Soccer, Curling, Cross Country Running or Women's Hockey Sport Team...Visit the SUCCI Office for more information!</p>

SUNDAY

MONDAY

TUESDAY

**Class Representatives WANTED!** Want to get involved with Student Life, Develop Leadership Skills & Networking opportunities....then why not become a Class Rep?? Visit **www.SUCCI.com** for more information! You could also run for a position on the SUCCI Board of Directors....Nominations Open in January 2016!

4	5	6
11	12	13
	College Closed:	
	Thanksgiving	
	Day	
18	19	20
25	26	27



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
-----------	----------	--------	----------

	1	2	3

7	8	9	10

14	15	16	17

21	22	23	24

28	29	30	31





WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
4	5	6	7
11	12	13	14
18	19	20	21
25	26	27	28

**Grad Photos at Thunder Bay Campus:** Are you graduating this April? Are you going on placement next semester? Avoid the rush book your Grad Photos EARLY! Grad Photos on campus early December: Book your Grad Photo appointment online today, [www.mygradphotosconfederation.com](http://www.mygradphotosconfederation.com) book early, spots are limited!



# DECEMBER

SUNDAY	MONDAY	TUESDAY
		1
6	7	8
13	14	15
20	21	22
	Final grades	Web Registration
	web entered by	opens for winter
	4:00PM	semester
27	28	29

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3	4	5
9	10	11	12
16 End of fall semester (some exceptions)	17	18	19
23	24	25	26
30	31		

Good Luck on your exams,  
 Have a great holiday!  
 From your friends at SUCCI



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2
6	7	8	9
Classes begin for most programs			
13	14	15	16
	Last day for refund of winter semester full time fees		
20	21	22	23
27	28	29	30



# FEBRUARY

SUNDAY	MONDAY	TUESDAY
	1	2
7	8	9
14	15	16
	College Closed:	
	Family Day	
21	22	23
28	29	

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
3	4	5	6
10	11	12	13
17	18	19	20
24	25	26	27

**SUCCI Student Elections are this month, MAKE YOUR VOTE COUNT!**  
 Visit [www.SUCCI.com](http://www.SUCCI.com) to read up on the candidates....Who do YOU want representing YOU?

# S MARCH

SUNDAY	MONDAY	TUESDAY
		1
6	7	8
13	14	15
	March Break	March Break
20	21 Last day	22
	to withdraw	
	from 15 week	
	courses without	
	academic	
	penalty	
27	28	29

Grad Photos on campus early April:  
 Book your Grad Photo appointment  
 online today,  
**[www.mygradphotosconfederation.com](http://www.mygradphotosconfederation.com)**  
 book early, spots are limited!



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3	4	5
9	10	11	12
16	17	18	19
March Break	March Break	March Break	
23	24	25	26
		College Closed:	
		Good Friday	
30	31	<p>Have a SAFE March Break!</p> <p>Visit the SUCCI Office for information on your Out-of-Country Travel Insurance for those full time post-secondary students traveling for March Break!</p> <p><b><a href="http://www.wespeakstudent.com">www.wespeakstudent.com</a></b></p>	

SUNDAY

MONDAY

TUESDAY

Thunder Bay Convocation Ceremonies - Friday, June 3

**STUDENT HEALTH PLAN:** Your Student Health Plan Benefits expire on August 31, 2016, all claims must be submitted/received by November 30, 2016.

[www.wespeakstudent.com](http://www.wespeakstudent.com)

3	4	5
10	11	12
17	18	19
24	25	26



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
-----------	----------	--------	----------

		1	2

6	7	8	9

13	14	15	16

20	21	22	23
		End of winter semester (for most programs)	

27	28	29	30
Final grades web entered by 4:00PM			

SUNDAY	MONDAY	TUESDAY
1	2	3
8	9	10
15	16	17
22	23	24
	College Closed:	
	Victoria Day	
29	30	31



WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
-----------	----------	--------	----------

4	5	6	7

11	12	13	14

18	19	20	21

25	26	27	28



# SEPTEMBER

NOTES:

< Monday, August 31 >

< Tuesday, September 1 >

< Wednesday, September 2 >

< Thursday, September 3 >

< Friday, September 4 >

< Saturday, September 5 >

< Sunday, September 6 >



## SEPTEMBER

NOTES:

< Monday, September 7 >

College Closed: Labour Day

< Tuesday, September 8 >

Orientation

< Wednesday, September 9 >

Orientation

< Thursday, September 10 >

Classes begin for most programs

< Friday, September 11 >

< Saturday, September 12 >

< Sunday, September 13 >



# SEPTEMBER

NOTES:

< Monday, September 14 >

< Tuesday, September 15 >

< Wednesday, September 16 >

< Thursday, September 17 >

< Friday, September 18 >

< Saturday, September 19 >

< Sunday, September 20 >





# SEPTEMBER

NOTES:

< Monday, September 21 >

< Tuesday, September 22 >

< Wednesday, September 23 >

< Thursday, September 24 >

< Friday, September 25 >

Last day for refund of fall semester

full time fees

< Saturday, September 26 >

< Sunday, September 27 >



# SEPTEMBER

NOTES:

< Monday, September 28 >

< Tuesday, September 29 >

< Wednesday, September 30 >

< Thursday, October 1 >

< Friday, October 2 >

< Saturday, October 3 >

< Sunday, October 4 >



# OCTOBER

NOTES:

< Monday, October 5 >

< Tuesday, October 6 >

< Wednesday, October 7 >

< Thursday, October 8 >

< Friday, October 9 >

< Saturday, October 10 >

< Sunday, October 11 >



# OCTOBER

NOTES:

< Monday, October 12 >

College Closed: Thanksgiving Day

< Tuesday, October 13 >

< Wednesday, October 14 >

< Thursday, October 15 >

< Friday, October 16 >

< Saturday, October 17 >

< Sunday, October 18 >



# OCTOBER

NOTES:

< Monday, October 19 >

< Tuesday, October 20 >

< Wednesday, October 21 >

< Thursday, October 22 >

< Friday, October 23 >

< Saturday, October 24 >

< Sunday, October 25 >



# OCTOBER

NOTES:

< Monday, October 26 >

< Tuesday, October 27 >

< Wednesday, October 28 >

< Thursday, October 29 >

< Friday, October 30 >

< Saturday, October 31 >

< Sunday, November 1 >



# NOVEMBER

NOTES:

< Monday, November 2 >

< Tuesday, November 3 >

< Wednesday, November 4 >

< Thursday, November 5 >

< Friday, November 6 >

< Saturday, November 7 >

< Sunday, November 8 >



# NOVEMBER

NOTES:

< Monday, November 9 >

< Tuesday, November 10 >

< Wednesday, November 11 >

< Thursday, November 12 >

< Friday, November 13 >

< Saturday, November 14 >

< Sunday, November 15 >

Last day to withdraw from 15 week  
courses without academic penalty





# NOVEMBER

NOTES:

< Monday, November 16 >

< Tuesday, November 17 >

< Wednesday, November 18 >

< Thursday, November 19 >

< Friday, November 20 >

< Saturday, November 21 >

< Sunday, November 22 >



# NOVEMBER

NOTES:

< Monday, November 23 >

< Tuesday, November 24 >

< Wednesday, November 25 >

< Thursday, November 26 >

< Friday, November 27 >

< Saturday, November 28 >

< Sunday, November 29 >



# DECEMBER

NOTES:

< Monday, November 30 >

< Tuesday, December 1 >

< Wednesday, December 2 >

< Thursday, December 3 >

< Friday, December 4 >

< Saturday, December 5 >

< Sunday, December 6 >



# DECEMBER

NOTES:

< Monday, December 7 >

< Tuesday, December 8 >

< Wednesday, December 9 >

< Thursday, December 10 >

< Friday, December 11 >

< Saturday, December 12 >

< Sunday, December 13 >



# DECEMBER

NOTES:

< Monday, December 14 >

< Tuesday, December 15 >

< Wednesday, December 16 >

End of fall semester (some exceptions)

< Thursday, December 17 >

< Friday, December 18 >

< Saturday, December 19 >

< Sunday, December 20 >



## DECEMBER

NOTES:

< Monday, December 21 >

Final grades web entered by 4:00pm

< Tuesday, December 22 >

Web registration opens for winter semester

< Wednesday, December 23 >

< Thursday, December 24 >

< Friday, December 25 >

< Saturday, December 26 >

< Sunday, December 27 >



# JANUARY

NOTES:

< Monday, December 28 >

< Tuesday, December 29 >

< Wednesday, December 30 >

< Thursday, December 31 >

< Friday, January 1 >

< Saturday, January 2 >

< Sunday, January 3 >



# JANUARY

NOTES:

< Monday, January 4 >

< Tuesday, January 5 >

< Wednesday, January 6 >

Classes begin for most programs

< Thursday, January 7 >

< Friday, January 8 >

< Saturday, January 9 >

< Sunday, January 10 >





# JANUARY

NOTES:

< Monday, January 11 >

< Tuesday, January 12 >

< Wednesday, January 13 >

< Thursday, January 14 >

< Friday, January 15 >

Last day for refund of winter semester  
full time fees

< Saturday, January 16 >

< Sunday, January 17 >



# JANUARY

NOTES:

< Monday, January 18 >

< Tuesday, January 19 >

< Wednesday, January 20 >

< Thursday, January 21 >

< Friday, January 22 >

< Saturday, January 23 >

< Sunday, January 24 >



# JANUARY

NOTES:

< Monday, January 25 >

< Tuesday, January 26 >

< Wednesday, January 27 >

< Thursday, January 28 >

< Friday, January 29 >

< Saturday, January 30 >

< Sunday, January 31 >



# FEBRUARY

NOTES:

< Monday, February 1 >

< Tuesday, February 2 >

< Wednesday, February 3 >

< Thursday, February 4 >

< Friday, February 5 >

< Saturday, February 6 >

< Sunday, February 7 >



# FEBRUARY

NOTES:

< Monday, February 8 >

< Tuesday, February 9 >

< Wednesday, February 10 >

< Thursday, February 11 >

< Friday, February 12 >

< Saturday, February 13 >

< Sunday, February 14 >



## FEBRUARY

NOTES:

< Monday, February 15 >

College Closed: Family Day

< Tuesday, February 16 >

< Wednesday, February 17 >

< Thursday, February 18 >

< Friday, February 19 >

< Saturday, February 20 >

< Sunday, February 21 >



# FEBRUARY

NOTES:

< Monday, February 22 >

< Tuesday, February 23 >

< Wednesday, February 24 >

< Thursday, February 25 >

< Friday, February 26 >

< Saturday, February 27 >

< Sunday, February 28 >

**S** MARCH

NOTES:

< Monday, February 29 >

< Tuesday, March 1 >

< Wednesday, March 2 >

< Thursday, March 3 >

< Friday, March 4 >

< Saturday, March 5 >

< Sunday, March 6 >



**S** MARCH

NOTES:

< Monday, March 7 >

< Tuesday, March 8 >

< Wednesday, March 9 >

< Thursday, March 10 >

< Friday, March 11 >

< Saturday, March 12 >

< Sunday, March 13 >

**S** MARCH

NOTES:

< Monday, March 14 >

March Break

< Tuesday, March 15 >

March Break

< Wednesday, March 16 >

March Break

< Thursday, March 17 >

March Break

< Friday, March 18 >

March Break

< Saturday, March 19 >

< Sunday, March 20 >

**S** MARCH

NOTES:

< Monday, March 21 >

Last day to withdraw from 15 week courses without academic penalty

< Tuesday, March 22 >

< Wednesday, March 23 >

< Thursday, March 24 >

< Friday, March 25 >

College Closed: Good Friday

< Saturday, March 26 >

< Sunday, March 27 >

**S** APRIL

NOTES:

< Monday, March 28 >

< Tuesday, March 29 >

< Wednesday, March 30 >

< Thursday, March 31 >

< Friday, April 1 >

< Saturday, April 2 >

< Sunday, April 3 >

**S** APRIL

NOTES:

< Monday, April 4 >

< Tuesday, April 5 >

< Wednesday, April 6 >

< Thursday, April 7 >

< Friday, April 8 >

< Saturday, April 9 >

< Sunday, April 10 >

**S** APRIL

NOTES:

< Monday, April 11 >

< Tuesday, April 12 >

< Wednesday, April 13 >

< Thursday, April 14 >

< Friday, April 15 >

< Saturday, April 16 >

< Sunday, April 17 >

**S APRIL**

NOTES:

< Monday, April 18 >

< Tuesday, April 19 >

< Wednesday, April 20 >

< Thursday, April 21 >

< Friday, April 22 >

End of winter semester  
(for most programs)

< Saturday, April 23 >

< Sunday, April 24 >

**S** APRIL

NOTES:

< Monday, April 25 >

< Tuesday, April 26 >

< Wednesday, April 27 >

Final grades web entered by 4:00PM

< Thursday, April 28 >

< Friday, April 29 >

< Saturday, April 30 >

< Sunday, May 1 >



**S** MAY

NOTES:

< Monday, May 2 >

< Tuesday, May 3 >

< Wednesday, May 4 >

< Thursday, May 5 >

< Friday, May 6 >

< Saturday, May 7 >

< Sunday, May 8 >

**S** MAY

NOTES:

< Monday, May 9 >

< Tuesday, May 10 >

< Wednesday, May 11 >

< Thursday, May 12 >

< Friday, May 13 >

< Saturday, May 14 >

< Sunday, May 15 >

**S** MAY

NOTES:

< Monday, May 16 >

< Tuesday, May 17 >

< Wednesday, May 18 >

< Thursday, May 19 >

< Friday, May 20 >

< Saturday, May 21 >

< Sunday, May 22 >

**S** MAY

NOTES:

< Monday, May 23 >

College Closed: Victoria Day

< Tuesday, May 24 >

< Wednesday, May 25 >

< Thursday, May 26 >

< Friday, May 27 >

< Saturday, May 28 >

< Sunday, May 29 >

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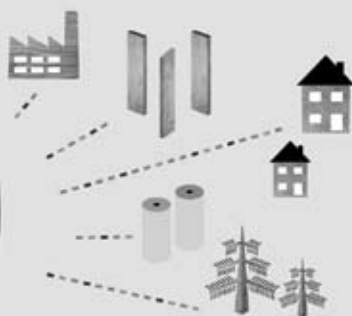


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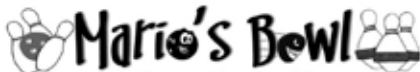
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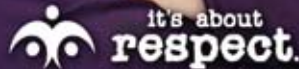


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