

# Student Services

## Student Rights

Northern College wishes to assure all students that rights established by the Ontario Human Rights Code and the Canadian Constitution will be respected at all times in the various contacts and relationships between the College and its students. Students may receive a detailed copy of this policy from the Registrar's Office or the Student Services Office.

## Student Advising Services

Advisors are available for the administration of various aptitude, interest, and special tests, as well as for help with program or course selection, career and employment placement, and problems of a personal, financial, academic or social nature.

## Peer Tutoring

A peer tutoring program is available for students who may be experiencing academic difficulties in one or more courses. Peer tutoring provides one-on-one assistance to these students. The College covers the cost of this program.

## Learning Resource Centers

Learning Resource Centres are located in Porcupine, Kirkland Lake, and Haileybury. These offer a wide variety of resources including electronic databases, computers and Internet access, books, videos, periodicals and newspapers, interlibrary loans, a/v equipment and much more.

Students both on and off site, staff and community members are all welcome. Borrowing privileges are honoured at all campuses. Hours of operation may differ at each site.

For more information, please e-mail:

Porcupine Campus  
libraryp@northern.on.ca  
Kirkland Lake Campus  
libraryk@northern.on.ca

Haileybury Campus  
libraryh@northern.on.ca

Or call  
Porcupine (705) 235-7150  
Kirkland Lake (705) 567-9291 ext 700  
Haileybury (705) 672-3376 ext 8806  
Check out our web site at:  
www.northern.on.ca

## Bookstores

Students will find all required textbooks, as well as a wide range of supplies, clothing, gifts and sundries in the on-campus bookstores.

## Day Care Centers

Day care facilities are available at our Kirkland Lake, Moosonee and Porcupine campuses. These self-contained centres are open throughout the academic year and provide supervised care and educational opportunities for children of students, staff and others in the community. In addition to a safe and cheerful environment, planned activities are offered to encourage social and physical skills, as well as cognitive learning.

## Cafeteria Facilities

All main Northern College campuses have cafeterias that offer full meals Monday through Friday.

## Locker Facilities

For a nominal fee, locker space is provided for the storage of personal effects. However, the College cannot accept responsibility for any loss of, or damage to, students' personal property.

## Parking Facilities

Parking fees are assessed at the Porcupine, Kirkland Lake and Haileybury campuses if parking lot use is required. Daily, monthly and yearly passes are available. Please call the College for further details.

## Northern College Students' Administrative Council Benefits Plan

The mandatory NCSAC Student Benefits Plan is an extended health plan which supplements existing provincial health care for full-time students at the Kirkland Lake, Haileybury, and Porcupine campuses.

The insurance plan remains in effect from the first day of classes in September for a twelve-month period.

Students wishing to opt out of the plan or to receive family coverage must complete and return the appropriate form provided in their confirmation or pre-registration packages, or obtained from Student Services at the Kirkland Lake, Haileybury, and Porcupine campuses.

The plan does not contain any of the benefits covered by the Ontario Health Insurance Plan (OHIP). It is the student's responsibility to obtain his or her own OHIP coverage.

Students under the age of 21 will be automatically covered by the Ontario Health Insurance Plan of their parents. Please contact your local OHIP office for further details.

## Residence and Housing

Students, especially those in first year, are urged to live in a Northern College residence where possible. In addition to being located close to the campus, the residence facilities offer a friendly and secure environment for students new to the community. Students should complete registration procedures and make arrangements for lodging prior to the final day of registration.

Northern College in Kirkland Lake has access to a residence that accommodates thirty students. Applications for the residence in Kirkland Lake may be obtained from the Aboriginal Family Resource Centre, 111 Burnside Drive, Kirkland Lake, P2N 3P9.

A 120-room residence is located at the Porcupine campus. Further information and application forms can be obtained from Student Residence Services, Northern College, PO. Box 3211, Timmins, Ontario, P4N 8R6

As the demand for residence accommodation usually exceeds the spaces available, students are asked to return the residence application with a \$225.00 deposit fee as early as possible.

Students are given assistance in finding suitable accommodations. Board and/or rooming facilities are available in the campus communities. The College maintains a housing registry through its Online Housing List (available at [www.northernc.on.ca](http://www.northernc.on.ca); click on the Online Housing List).

## Learning and disAbilities Services

Northern College recognizes that some students have special needs that require physical adaptations to the facilities, and/or the provision of special support services and assistive devices to successfully complete their studies. Northern's disabilities advisors are available to assist those students with disabilities. For further information contact the appropriate campus.

## Student Success

Northern College is committed to student success. Faculty and staff are dedicated to providing the skills and supports necessary for students to realize their fullest academic potential. A number of services are available to ensure your success. Student success centres at the Porcupine, Kirkland Lake, and Haileybury campuses provide faculty support and peer tutoring to all students. Further academic advising and student success skill development – study techniques, test taking strategies – are available throughout the semesters.

## Placement Office

Northern offers a number of services to students, graduates and employers. These include:

- a register of graduates from all fields of study
- a register of students willing to work part-time
- on-campus recruiting
- interview facilities
- job service for local employers
- labour trend information

## Alumni

For more information on Northern College alumni projects and events, visit our website at [www.northernc.on.ca](http://www.northernc.on.ca)

## Academic Policies

The College's academic policies are available from the Office of the Registrar or from program departments. At the beginning of the fall semester a Student Handbook is distributed to all students. This Handbook contains all pertinent policies and procedures. Academic policies and the Student Handbook are also available on the College website.

## International Services

It is the goal of Northern College to provide international students with the best possible learning experience in an environment conducive to individual success.

Services to international students include: no charge transportation from the local airport, orientation, counselling, immigration regulations assistance (i.e. visa, work permit, passport, health insurance, etc.), information regarding housing, public transportation, and peer tutoring.

Northern College also awards bursaries and scholarships in various programs of study to international students who demonstrate academic proficiency during their first-year of study.

The International Admissions Office can be reached at (705) 235-7230.