

MOUNT ALLISON UNIVERSITY

STUDENT SUPPORT RESOURCES

**A guide for Students,
Faculty,
Residence Dons, Coaches,
and all others who help students at
Mount Allison University**

The Mission of the Student Life Office is to support and challenge students by providing, in our intimate residential environment, diverse opportunities for the development of the whole person within the context of an excellent liberal education.

(A guide may also be found on-line at <http://www.mta.ca/departments/sss/studbro.pdf>)

**September 1, 2007
Student Life
364-2255**

This guide is intended to serve as a summary of student support services and as a reminder of resources to which referrals which may be made by Faculty members, Residence Dons, varsity coaches and others at Mount Allison who may need to refer a student for help. Telephone numbers are listed at the end of the guide.

ACADEMIC ISSUES

First-year students are encouraged to consult with the Academic and Career Counsellor in Student Life, for general information on first-year course selection, or with Programme Advisors for the requirements of specific programmes. Returning students may consult with Programme Advisors designated within each department. A list of Programme Advisors can be viewed at www.mta.ca/administration/sas/degree-audit.htm. All students may consult with Heads of Academic Departments; Dr. Jeff Ollerhead, Dean of Science; Dr. Hans vanderLeest, Dean of Arts; Dr. Rob Summerby-Murray, Dean of Social Sciences; Chris Parker, Registrar in Student Services; and Kris Trotter, Student Development Counsellor in Student Life, in the University Centre.

Regarding **course changes, registration, examination schedules and withdrawal from courses**, students should contact Student Services in Centennial Hall.

One-to-one study skills advice is available through Student Life in the University Centre. Topics addressed include: note making, time management and preparing for and writing tests. The contact in Student Life in the University Centre is Kris Trotter, Student Development Counsellor.

Workshops are available on request that teach students how to write effectively, manage stress, present with confidence, handle criticism, perform well on exams, manage their time, create cover letters and résumés and impress in interviews. The contact in Student Life in the University Centre is Kris Trotter.

A **Centralized Tutor List** is available through the Academic and Career Counsellor in Student Life in the University Centre.

A **Writing Resource Centre** is available through Student Life in the University Centre and the English Department to help students put ideas to paper and complete written assignments in a variety of academic disciplines. Tutors are located in the University Library and available throughout the academic year. For more information, contact the Academic and Career Counsellor or the English Department.

ESL International Students

International students whose first language is not English may be eligible for extra time on their midterms and final exams or other accommodations such as the use of a translation dictionary. It is up to each professor whether to allow such accommodations.

ESL International students who are in first year or who are in second year but have a GPA under 1.5 are eligible for supervision of exam accommodations by Student Life. For more information or an application form, please see Allison Broadbent-Codjo, International Student Advisor in Student Life.

The Department of Continuing Education

The department of continuing education offers courses during **intersession** (May - June), and by **correspondence** (all year). For current brochures or more information, please contact Student Services in Centennial Hall.

HEALTH ISSUES

Student Health at Mount Allison: **HEALTH 101: WHAT YOU NEED TO KNOW**

Mount Allison delivers **non-emergency primary health care services** for all Mount Allison students through a registered Nurse/Educator at the Student Health Centre on campus. It is an appointment-based health service; although there is an allocation of time reserved for one or two walk-in appointments per day, walk-ins are on a first-come, first-served basis.

The Nurse/Educator provides health promotion initiatives, health education (including knowledge of current health issues), testing, health counselling, clinical services and referrals where appropriate. The Student Health Centre is a confidential, nonjudgmental health service that strives to reduce health barriers for young adults living away from home.

The Centre is staffed by a health receptionist, a Registered Nurse/Educator, and a physician (one morning OR afternoon a week). The Nurse/Educator co-ordinates health care services of Mount Allison students by assessing individual needs, testing, and providing some treatments in order to promote and enhance students' good health and well being. For an appointment, students can contact the Student Health Centre by telephone, 364-2163 or by visiting Sprague House - located on 15 Salem Street (#32 on the campus map). The greater the notice, the greater the flexibility the Health Centre has to accommodate individual needs.

Mount A students should bring the following to Mount A with them in order to receive health services from the Health Centre and other Health Care providers, including physicians, clinics and outpatients services.

- Valid Provincial Health Card for all **Canadian Students**
- Mount A University Health Insurance Plan for **International Students** (e.g. Student Guard)
- Health insurance information, such as a drug plan covered by a private insurance provider

HEALTH INSURANCE COVERAGE:

CANADIAN STUDENTS studying at Mount Allison are covered by their provincial health insurance. The exception is the Province of Quebec (the government of Quebec has not entered into a reciprocal billing agreement with physicians from the other Canadian provinces). Quebec students will need to pay and seek reimbursement from the Quebec Health Care Plan. Mount Allison strongly encourages all students to consider acquiring health insurance above and beyond basic medicare or public health care coverage for benefits such as prescriptions, vision care and other health practitioners' expenses. Many students already have access to private insurance as dependents under parental plans. **For those who do not have drug plan coverage and who would like their own, or for Mount A students leaving Canada (for travel, study or work abroad),** extra coverage is recommended.

INTERNATIONAL STUDENTS health insurance is mandatory at Mount Allison. The health insurance is provided by the company **StudentGuard**. International students pay for this coverage as part of their university fees. Some international students may be able to opt out of purchasing StudentGuard health insurance if they can provide proof of alternate coverage that meets minimum

requirements specified by Mount Allison. Questions about health insurance for international students or details about opting out of the StudentGuard plan should be directed to Allison Broadbent-Codjo, the International Student Advisor, in the Student Life office. E-mail <abroadbent@mta.ca> or call 364-2112.

Physician Health Care Services that are not covered under provincial plans:

Physicals and/or medical forms (sports, licensing, travel, etc.).....\$40.00
Travel consultation, (including multiple prescriptions for travel).....\$50.00
Travel immunization only (If travel consultation has been provided elsewhere)\$20.00

Emergencies

For emergencies, students should proceed to the Emergency Department of the Sackville Memorial Hospital. For emergency transportation, students should call an ambulance (911). Note: An ambulance ride costs as much as \$650 for out-of-province students. It is recommended that students purchase a health insurance plan that covers this cost.

Urgent Non-emergencies

Evening and walk in clinics in Moncton. Call on the day that you want the appointment to reserve your time. You must bring your health card.

Clinique Primacy @ Superstore- Ph: 854-8805

Mon-Fri 2:00-9:00 pm (call at 1 pm) Sat-Sun 1:00-4:00pm (call at noon)

Non-Emergencies

Students can seek first aid from Residence Staff or from the Student Health Centre Registered Nurse/Educator @ 364-2163. Students may also consult Tele-Care (1-800-244-8353), a toll-free, 24-hour bilingual health-assessment service.

CLINICS

●Primary Health Care (Non-emergency) by Registered Nurse/Educator on campus

The Registered Nurse/Educator is available at the Student Health Centre in Sprague House @ 364-2163 for health education, assessment, testing, treatment and/or referral as required. This service is an appointment based health care service. There is an allocation of time reserved for one walk in per day, this is a first come first serve health priority need.

●Primary Health Care (Non-emergency) Physicians 'Clinic on campus- booked appointment referred by Nurse/Educator after assessment

A doctor is available for a half day once a week (morning or afternoon) at the Student Health Centre on campus by referral from the Nurse/Educator after assessment. Call 364-2163.

●Family Physicians in the Community of Sackville Taking New Mount A Student-Patients

Please identify yourself as a Mount A student when making an appointment

*Dr. Andrea Wall 536-0210

*Dr. Ross Thomas 536-0210

*** These Physicians are also available at the Student Health Centre on campus for a morning or afternoon each week**

Dr. Susan Crouse 536-3331

Dr. Adrien Kelly 536-3847

These two physicians are only available in their community offices

Physicals and/or Medical Forms/Examinations (by Physician only)

For medicals and completion of health forms, students should make an appointment with a doctor at least one week in advance. Most doctors charge a fee for this service (\$40.00).

Travel Vaccines

For anyone requiring travel vaccine services, it is mandatory that you must provide your immunization history records prior to your travel consultation. Travel vaccines are not covered under provincial health plans. Options for travel consultations are:

Mt. A. Student Health Centre Physician Clinic - \$50.00

Travel Clinic Atlantic (Riverview) 386-8747 - \$25.00

VON Travel Clinic (Moncton) 857-9115- \$50.00

For a list of vaccinations provided at the Student Health Centre, please

see: www.mta.ca/health/services.html

It is the responsibility of the student to make travel arrangements for all non-emergency health appointments.

Mental Health

Students who are experiencing significant personal difficulties have support options:

- the University's Personal Counsellors are available by appointment at 364-2255 (in Student Life) or at 364-2163 (in the Student Health Centre) during business hours.
- for psychiatric emergencies, go to the Emergency Department at the Sackville Memorial Hospital.
- the Moncton Mental Health Clinic can arrange counselling and psychiatric consultations. An appointment must be made by calling 856-2444.

Sexual Health

For confidential information, assessment, testing, support and resources for responsible sexual decisions, methods of birth control, emergency contraception, pregnancy tests, pregnancy options, sexually transmitted diseases, sexual identity, or any other aspect of sexual health, students may contact:

- the Registered Nurse / Educator at the Mt. A. Student Health Centre (364-2163)
- Sackville Family Physicians: (list on facing page)
- the Sexual Health Centre in Moncton (856-3310)

The Personal Counsellors are also available for sexual health counselling.

Sexual Harassment and Sexual Assault

If a student has experienced sexual harassment or assault and requires support, or wants information and assistance with prevention and intervention, he/she is encouraged to contact any of the following confidential resource people:

- Melody Petlock, Sexual Harassment Advisor (364-2613)
- Personal Counsellors (364-2255 or 364-2163)
- Registered Nurse/Educator (364-2163)
- the Emergency Department at the Sackville Memorial Hospital
- the Police (911)

Dentists in Sackville

Dr. R. J. DeWolfe 536-3343

Dr. Thomas Priemer 536-2788

Dr. Lary F. Trites 536-3800

Optometrists in Sackville

Dr. Marcantonio 364-0020

Dr. Scott McIntosh 364-0020

Varsity Athletics Therapist
Certified Athletic Therapist
for all Mount A. Varsity Athletes
contact: 364-2409

Registered Dietitian
Available by appointment @ 364-2421
one day per week

Alternative Health Therapies

●*Massage Therapists*
All of You - 536-0044
Wilson Therapy Service - 536-4407

●*Reflexologist*
All of You - 536-0044

HEALTH & ACADEMIC LIFE

What Students Should Do If Health Concerns Affect Their Studies During the Term

The mission of Mount Allison includes the holistic development of students. Consistent with that objective, the University encourages students to take responsibility when health or personal problems affect their academic performance. If students miss any type of course work, they are urged to notify their professors *at the time of the illness or problem*. Together, they should try to agree on a solution. Remember, it is difficult for professors to consider personal circumstances long after the situation has occurred. *It is also difficult or impossible for health professionals to corroborate illness after the fact. If students are looking for medical notes after the fact, health professionals will probably not be able to support such students.* Therefore, it is in the student's best interest to seek a solution as soon as possible.

If a student needs assistance in mediating a solution with his/her professor(s), he/she can consult with the Dean of Students. If a student sees a doctor, he/she should ask for a medical note *at the time of the visit* which details the doctor's diagnosis and recommendations. The student may also wish to consult with University professional staff such as the Nurse/Educator, Personal Counsellors, Dietician, Chaplain, or Academic Counsellor for assessment, treatment, and documentation of the nature and timing of the issues which affect his/her academic performance. Students are encouraged to keep their medical notes and documentation in their own files; a copy may be left the Student Life Office. A copy of this documentation may be required in the event of a mediation or appeals process.

What Students Should Do If Health Concerns Affect Their Ability to Write a Final Exam

As stated in the University Academic Calendar 2006-2007, "the Registrar, after consultation with the instructor, may permit a student to write a deferred final examination as a result of illness or for compassionate reasons. In all cases of illness, a doctor's certificate explicitly covering inability to write the examination on the day of writing must be submitted to the Registrar before the end of the examination period." A student in this situation should contact the Student Services at 364-2269 as soon as possible.

VISA REQUIREMENTS FOR INTERNATIONAL STUDENTS

Students who are not Canadian citizens or Permanent Residents and who will be completing a program of study in Canada that is longer than six months require a Student Permit. Students from certain countries may also require a Temporary Resident Visa (entry visa). In order to enter

Canada, students must apply for these visas at the nearest Canadian Embassy, High Commission or Consulate in their home country. It is important to apply well in advance of the expected departure date in order to receive visas in time.

Once international students are in Canada, if necessary, they can apply for an extension of their Student Permit or Temporary Resident Visa by contacting the International Student Advisor for applications and help. It is important to note that full-time international students with a Student Permit are permitted to accept employment on-campus, and do not need a Work Permit for this. A new Pilot Project in New Brunswick allows international students to work off-campus and it is expected that this program will become national in the near future. If you have any questions or concerns about international student immigration issues, please contact Allison Broadbent-Codjo, the International Student Advisor, in the Student Life office. E-mail [<abroadbent@mta.ca>](mailto:abroadbent@mta.ca) or call 364-2112.

FINANCIAL CONCERNS

University bursaries and student loan applications on campus may be discussed with the Financial Aid and Awards Counsellor in Student Services located in Centennial Hall, who also provides counselling to students regarding various provincial student aid procedures. The deadline for receipt of applications for the first round of University bursaries is December 1st. Academic scholarships and prizes should be discussed with Catherine Crenna.

GRADUATE SCHOLARSHIPS

For Rhodes Scholarships, Student Life in the University Centre is the University's contact. For Commonwealth and other graduate scholarships, students should contact Student Services in Centennial Hall.

FEES

Students should contact Student Services in Centennial Hall (364-2269) regarding payment schedules for tuition, residence and other fees for institutional completion of student loan applications and for receipts for income tax purposes.

RESIDENCE LIFE

Student Life in the University Centre has general responsibility for interpersonal concerns, staffing, programming and the quality of residence life. Students or staff should not hesitate to contact residence Monitors, residence Dons and then the Dean of Students.

The Housing Manager, Nadine Cormier, located in Facilities Management is responsible for the day-to-day administration of the physical plant side of the residences, including matters such as maintenance, damages and renovations, fire procedures, telephones, custodial and food services.

The Residence Room Coordinator, Isabel Snowden, located in Facilities Management is

responsible for room allocations for new students and room draw for returning students. Issues relating to roommate concerns in residences during the academic year should be addressed first to the floor Monitor, then to the Dons.

OFF-CAMPUS LIVING AND LANDLORD/TENANT ISSUES

The Students' Administrative Council keeps an on-line listing of accommodations. To access it, go to www.sac.mta.ca and click on Online Housing Directory. The site also contains tips on living off-campus.

Students with inquiries about landlord/tenant relations or leases are encouraged to contact David Rowland, Dean of Students, SAC VP (External) Mallory Baxter or the Office of the Rentalsman in Moncton, (506-856-2330).

SPECIFIC TOPICS

Information, materials and programmes on topics such as adjustment, stress management, sexuality, depression and alcohol/drug use are available from Personal Counsellors in the Student Life Office. Call 364-2255. Confidential information on, for example: pregnancy/pregnancy tests, sexuality, birth control, and sexually transmitted diseases are available through the Student Health Centre in Sprague House. Call 364-2163. Programmes will be presented on request.

RELIGIOUS/SPIRITUAL ISSUES

The Rev. John C. Perkin, University Chaplain, is an ordained minister with many years' experience in ministry. He is available for all students, regardless of religious background. In addition to Sunday evening worship services and informal mid-week services, he provides spiritual vocation and academic direction in religious matters, offers personal counselling, marriage preparation, grief and bereavement support and counselling. The Chaplain welcomes students with all questions and concerns related to their spiritual development; he is a friend to all in need.

The Chaplain has an office in Student Life in the University Centre; he also maintains hours in his study in the chapel. Appointments can be made to see the Chaplain, or students may drop in at either office. For more information on office hours, please contact Student Life.

The Chaplain, with support from Chapel Assistants, offers study, encounter, prayer, community building and pastoral care groups. These groups and student-led groups such as the Inter Varsity Christian Fellowship or chapel folk group, can be contacted through the Chaplain.

The Chapel is open daily for personal prayer or quiet mediation. An interfaith prayer room is located downstairs in the chapel. The main sanctuary is open to all.

SUMMER JOBS

Student Life in the University Centre has some information and application forms on job postings and job search techniques and skills, contact the Academic and Career Counsellor in Student Life in the University Centre. Students should also avail themselves of the Human

Resources Development Office for Students in Sackville.

CAREER CHOICE ISSUES

Student Life in the University Centre has information and assessment tools to help students answer the following questions:

- * What careers do my abilities lead to?
- * What careers or study paths do my interests lead to?
- * What can I do with my undergraduate degree?
- * Where should I go to pursue these careers?
- * What does the future hold for the professions I am interested in?

CAREER RESOURCE CENTRE

Located in Student Life, the Career Resource Centre houses information on graduate and professional programmes and other possible educational opportunities; in addition, calendars from many Canadian and some international post-secondary institutions are available. Labour market information received from the provincial and federal Human Resources and Development Centre can also be accessed in the Centre. As well, the Resource Centre contains printed materials regarding career development, job search directories, and occupational profiles.

Appointments can be arranged to speak with the Academic & Career Counsellor, in Student Life, to discuss personal career exploration and decisions, receive career assessment, as well as to assist with job search skills, resume writing, interview skills and the search for summer and full-time jobs.

GRADUATE EXAMINATIONS

To continue your studies after you leave Mount Allison some professional schools require that you write admission exams. Below is a list of the most common which are available on campus.

<u>Examination</u>	<u>Contact</u>	<u>Phone #</u>
MCAT (Medicine)	Suzette Kean	364-2113
GMATs & GREs	Dr. Frank Strain	364-2284
PCAT (Pharmacy)	Kris Trotter	364-2255
LSAT (Law)	Suzette Kean	364-2113
Public Service Commission	Kris Trotter	364-2255

MATURE STUDENTS

Mature students are those who have been away for school for five or more years prior to beginning university studies.

Mount Allison is concerned about the specific interests of mature students. Students with interests or concerns should contact Rev. John C. Perkin, Mature Student Advisor. He is available in his office in Hart Hall or in his study in the Chapel. For more information on his particular schedule, please contact Student Life.

Occasional gatherings of mature students to address specific issues or for socializing may be organized during the year.

INTERNATIONAL STUDENTS

Students who come to Mount Allison from other countries are very important members of our University community. The diversity of cultures that are represented by both Canadian and international students at Mount Allison presents a wonderful sharing and learning opportunity for everyone. The International Student Advisor, Allison Broadbent-Codjo, is available to help international students with any problems, concerns or questions they might have. For example, she can provide support for cultural adjustment, academic or personal problems, and has information about health insurance and immigration issues. The International Student Advisor also organizes a special International Orientation for new international students in both September and January. The Society of All Nations student club, which organizes social activities that bring together Canadian and international students to make friends and have fun, is also a good resource. Many cultural awareness events and celebrations are organized on campus and in the community every year which both Canadian and International Students are encouraged to participate. The President's Advisory Committee on International Students (PACIS) addresses issues that affect international students and is also available to assist them in any way.

STUDENTS WITH DISABILITIES

Mount Allison University is proud to be an institution that welcomes and supports a diverse student body. To this end, Mount Allison is committed to providing a supportive and challenging environment for students with disabilities, and, where warranted and without compromising academic standards, will provide reasonable accommodations.

The Office of Student Life and the Meighen Centre (Learning Disabilities) offer a range of services to support the academic needs of students with disabilities. The Meighen Centre offers a range of services to students with learning disabilities and all inquiries related to learning disabilities should be addressed to this office. Student Life coordinates services to students with disabilities other than learning disabilities. Students with other disabilities such as ADHD or hearing loss should contact Kris Trotter in Student Life in the University Centre.

Copies of the University's Policy on Students With Disabilities may be obtained from Student Life and from the Meighen Centre or it may be viewed at www.mta.ca/departments/sss/policies/disabilities.html.

The University has an active Committee on Students with Disabilities which can be accessed through the Meighen Centre or Student Life.

SECURITY SERVICES AND PARKING ENFORCEMENT

Security officers patrol campus every evening seven (7) days a week, and are available for assistance by calling **364-2228** or **364-2452**. If you have a police emergency, call **911**.

Much like any other police or security service, Mount Allison's Security Department operates on the cornerstone principles of *Service and Protection*. Our officers do regular campus patrols to ensure the personal safety of all campus users and to protect MTA assets. MTA Security is also a resource for reporting security concerns of personal nature or threats to MTA property, liaison

with the local RCMP, finding or contacting campus users, accessing buildings, and generally any other security related issues.

General parking is available in four areas around campus; they are: the King Street parking lot (corner of King Street and Main Street), the Rectory Lane Parking lot (the end of Rectory Lane), the Thornton House Parking lot (corner of Salem Street and Park Street), the Athletic Centre parking lot (corner of Lansdowne Street and Park Street). Restricted parking is available in the lots on the corners of Salem Street and York Street for those vehicles displaying an MTA Parking Permit. Town street parking is available in front on Main Street in front of the Avarad Dixon Building and on Lansdowne Street beside the Athletic Centre.

The campus itself is restricted to service vehicles only, vehicles dropping off or picking up from buildings, or vehicles that have special permission from MTA Security. Repeat violators of the MTA Parking Policy may have their vehicle towed. To view the complete MTA Parking Policy it is recommended that all campus users visit the MTA website at:

www.mta.ca/administration/facilities/parking.html

ALCOHOL POLICY

The university has comprehensive policies on alcohol use by students and groups both in residence and elsewhere on campus. Copies of this policy are available from Student Life in the University Centre and on-line at **www.mta.ca/departments/sss/policies/alcohol.html**

STUDENT DISCIPLINE AND GOVERNANCE

Through their mail boxes students receive a summary of the Student Governance document which includes a list of offences and minimum penalties. The complete document and information about students' rights and responsibilities is available from Student Life in the University Centre and on line at **www.mta.ca/departments/sss/studentgov.html**

CO-CURRICULAR STUDENT ACTIVITIES

The student experience at Mount Allison is often enhanced through participation in and belonging to co-curricular clubs and societies. A partial list follows. The names and organizers often change from year to year so it is suggested that students make contact through the Students' Administrative Council or through Student Life in the University Centre. Students are always encouraged to begin a new club or society.

STUDENT SUPPORT RESOURCES TELEPHONE NUMBERS

Academic Advising		
- First Year	Pronoti Majithia	364-3200
-Undecided Majors	Kris Trotter	364-2255
- Decided Majors	Program Advisors	
- Others	Deans	
Academic Deans	H.vanderLeest, Arts	364-2302
	R. Summerby-Murray,	364-2302
	Social Sciences	
	J.Ollerhead, Science	364-2302
Alcohol Policy	Student Life	364-2255
Ambulance		911
Athletics/Recreation/Fitness	Jack Drover, TBA	364-2401
Building Repairs	Facilities Management	364-2444
Career Counselling	Kris Trotter	364-2255
Chaplain	John C. Perkin	364-2227
Continuous Learning	Heather Patterson	364-2266
Counselling	See Academic, Personal, Financial	
Dean of Students	David Rowland	364-2255
Dentists	Dr. R. DeWolfe	536-3343
	Dr. T. Priemer	536-2788
	Dr. L. Trites	536-3800
Dietitian	Denise Humphrey	dietitian@mta.ca
Discipline Policy	David Rowland	364-2255
Doctors	Dr. Susan Crouse	536-3331
	Dr. Ross Thomas	536-0210
	Dr. Andrea Wall	536-0210
	Dr. Adrien Kelly	536-3847
<u>Dons</u>		
Bennett	Cindy Allan and Mark Payne	939-7400
Bigelow	Perry Eldrige and Betty McNeill	939-7500
Campbell	Linda and Robin MacDonald	939-4200
Edwards	Suzette Kean	939-7200
Harper	Jocelyn & Luke Dowling	939-4000
Hunton	John Killoran & Carolle de Ste. Croix	939-7300
Thornton	Joan and Gordie O'Neal	939-7100
Windsor	Jeff & Heather Parsons	939-7800
Extracurricular Activities	Student Life/SAC	364-2255/364-2231
Financial Aid & Awards	Catherine Crenna	364-2258
Fire Department		364-9111
GMAT Exams /GRES	Dr. Frank Strain	364-2204
Health Insurance	Student Life	364-2255

Hospital	Sackville	364-4100
	Moncton City	857-5111
Housing & Conference Services	Nadine Cormier	364-2250
Immigration/Visas/Passports		1-888-242-2100
International Student Advisor	Allison Broadbent-Codjo	364-2112
Job Postings for Students	Kris Trotter	364-2255
Landlord/Tenant Concerns	Rentalsman	856-2330
	David Rowland	364-2255
LSAT	Suzette Kean	364-2113
Mature Student Advisor	Rev. John C. Perkin	364-2227
MCAT Exams	Suzette Kean	364-2113
Meighen Centre	Jane Drover	364-2527
Nurse/Educator	Cindy Crossman	364-2163
Parking	Rob MacCormack	364-2251
PCAT	Kris Trotter	364-2255
Personal Counselling	Janice Dicks	364-2255
Public Service Exams	Kris Trotter	364-2255
Registrar	Chris Parker	364-3301
Room Residence Coordinator	Isabel Snowden	364-2252
Safety Hazards	Facilities Management	364-2444
Scholarships & Prizes	Catherine Crenna	364-2258
Security	Paul Bragg	364-2228
	Officer on Duty	364-2228
Sexual Harassment Advisor	Melody Petlock	364-2613
Student Life	David Rowland, Dean of Students	364-
2255		
Students with Special Needs	Kris Trotter	364-2255
Study Skills	Kris Trotter	364-2255
Taxis	Sackville Cab	364-8000
	Squires Cab	536-3339
Transfer Students	Student Services	364-2269
Tutors	Kris Trotter	364-2255
Visas/Immigration/Passports	Immigration Canada	1-888-242-2100
Writing Resource Centre	Kris Trotter	364-2255