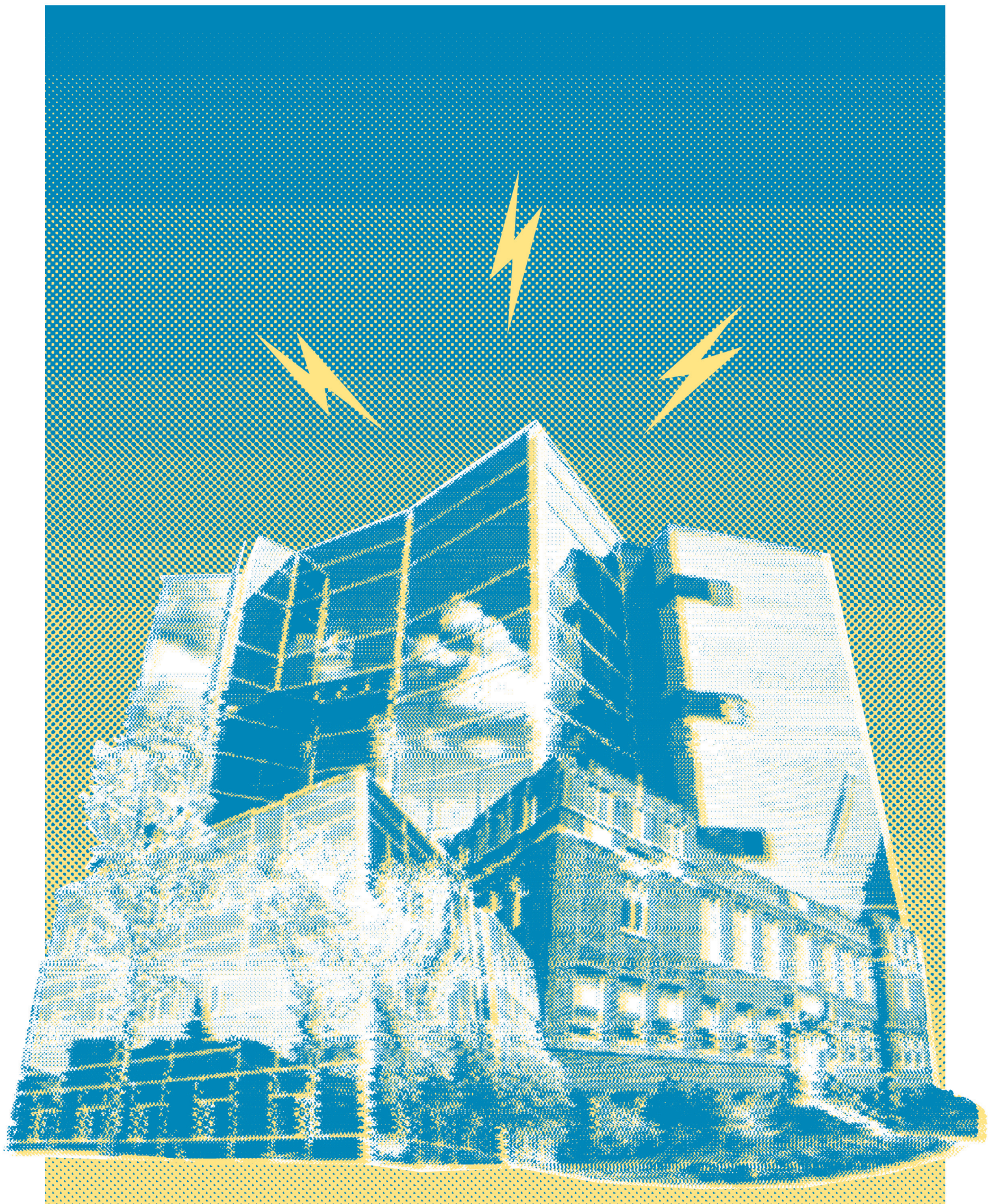


STUDENT HANDBOOK





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**WELCOME TO
CONCORDIA!**

PRESIDENT'S WELCOME MESSAGE

Welcome to Concordia University of Edmonton. I am so pleased that you have elected to study at our university. You have made the right decision.

You will always remember your first few days and weeks as a university student. When you look back you will think of this time as being fun and exciting as you make new friends, meet your professors, become involved in our range of extra-curricular student activities, and learn to navigate the life of a university student both on and off campus.

Many of you will also be a little nervous, wondering if you have what it takes to be a successful university student. Let me assure you that you most certainly do. Your success to this point, and the fact that you have been admitted to CUE, tells me that you will continue to be successful. You will find your classes to be challenging but engaging, and our faculty and staff are here to work with you and support you every step of the way. We are successful when you are successful.

I encourage you to participate in as many aspects of campus life as your time and energy will allow. Your studies are your highest priority, but there is also scope to involve yourself in athletics, musical groups, drama, wellness activities, special research seminars, student government, and a wide range of student clubs. You might also want to consider spending a semester studying overseas at one of our over 50 international partner institutions. Concordia is overflowing with opportunities for those who want to make the most of their time at university.

I look forward to meeting each of you this year. I am frequently out of my office and walking around campus, so please feel free to approach me and introduce yourself. We might even be able to find some time to chat over coffee.

Wishing you every success,

Tim Loreman, PhD

ACADEMICS



DEAN OF ARTS

Dr. Neil Querengesser

Office: HA224

+1 780 479 9364

neil.querengesser@concordia.ab.ca



DEAN OF EDUCATION

Dr. Edgar Schmidt

Office: CE311-E

+1 780 479 9277

edgar.schmidt@concordia.ab.ca



ASSISTANT VICE-PRESIDENT ACADEMIC, DEAN OF GRADUATE STUDIES

Dr. Colin Neufeldt

Office: HA228

+1 780 378 8427

colin.neufeldt@concordia.ab.ca



DEAN OF MANAGEMENT

Dr. Alison Yacyshyn

Office: HA215

+1 780 413 7811

alison.yacyshyn@concordia.ab.ca



DEAN OF SCIENCE

Dr. Patrick Kamau

Office: HA 219

+1 780 479 9261

patrick.kamau@concordia.ab.ca



VICE-PRESIDENT ACADEMIC AND PROVOST

Dr. Valerie Henitiuk

Office: HA227

+1 780 479 9384

vpacademic@concordia.ab.ca

For full information on Student Rights and Responsibilities, Academic Requirements and Appeal Processes, Grading Procedure, and all other information pertaining to Academics at Concordia, please see the full Academic Calendar, available on Concordia's website at concordia.ab.ca.

STUDENT LIFE & LEARNING



Dr. Barbara van Ingen

Vice-President Student Life and Learning

Office: HA217

+1 780 479 9289

barbara.vaningen@concordia.ab.ca

Welcome to the Concordia community! The primary focus of Concordia's Student Life and Learning is you. We want students to feel a sense of belonging and connectedness, as these are essential to deep and engaged learning. We want you to maximize your potential, and offer you supports and resources that you will learn more about in this Survival Guide.

In addition to overseeing Student Life and Learning, the VP Student Life and Learning receives student concerns and complaints, and helps facilitate resolution, including mediating conflicts. Feel free to contact her with questions or concerns.



Keely Cronin

Director, Student Life & Learning

Office: Student Success Centre

+1 780 479 9230

keely.cronin@concordia.ab.ca

The Director helps coordinate the Student Life and Learning office and is a resource to help every student navigate all aspects of campus life. If you have any questions or concerns or would like to get involved more on campus during your time at Concordia, please do not hesitate to reach out to him.



Wendy Jensen

Administrative Assistant

Office: Student Success Centre Reception Desk

The administrative assistant offers support to anyone seeking help connecting to student services at Concordia. In general the administrative assistant:

- Assists with student inquiries
- Provides reception to Student Life & Learning Services
- Assists with Learning Accommodation Services

STUDENT LIFE & LEARNING



Mirna Hanic, CCC
Counsellor

Office: Student Success Centre (HA113D)

+1 780 479 9241

studentlife@concordia.ab.ca

CONCORDIA COUNSELING

Concordia offers free, confidential counselling services to all current students. Students come to counselling for a variety of issues including, but not limited to, school stress, depression, anxiety, family and relationship issues, and self-esteem. Whatever may be troubling you, Student Life Counsellor is here for you. You will be treated with respect, empathy, and non-judgment in a safe and inclusive space. To book an appointment email studentlife@concordia.ab.ca, call **+1 780 479 9241**, or visit goo.gl/C6Yp23 to book online. Please do not hesitate to reach out and connect with your counsellor.

For more information visit concordia.ab.ca/student-services/student-life-learning/support-services/counselling-services



PEER SUPPORT PROGRAM

Feeling stressed or overwhelmed? Don't know what to do? How about talking to a peer about your struggle? A team of Concordia's students are trained to provide one-on-one confidential, non-judgmental, empathetic support regarding any issue you might be struggling with. They can offer you referrals and help you come up with an action plan.

1:1 support, 1 hour in duration, no appointments needed.

Room A212 (across from the CSA office).

Just drop by the office during hours of operation and one of the Peer Helpers will be happy to support you!

Check room A212 notice board for updated hours of operation.

Have questions? Stop by A212 or email peersupport@concordia.ab.ca



Sonja Schwake

Student Learning Advisor

Office: Student Success Centre (HA113B)

+1 780 491 6854

sonja.schwake@concordia.ab.ca

Our Student Learning Advisors can help connect you with any learning or academic supports you may need. They can help all students with the following:

- Academic Strategies: Note-taking, study skills, test-taking strategies, time management, and more
- Learning Accommodations (for students with disabilities): Extra time on exams, digital textbooks books, assistive technology, access to tutoring, and additional supports to help ensure academic success
- Early Alert: If a student is struggling in a course our team will work with you and your instructor to help get you back on track with your studies.



Mat Mol

Writing Tutor

Office: Student Success Centre

+1 780 378 8467

writingcentre@concordia.ab.ca



Angeles Espinaco-Virseda

Writing Advisor

Office: Student Success Centre

+1 780 479 9244

angeles.espinaco-virseda@concordia.ab.ca

THE WRITING CENTRE

Mat meets with students to:

- Consult about all aspects of their writing including grammar, thesis statement development, research and citation, and effective paper writing.

For more information, please see:

concordia.ab.ca/student-services/student-life-learning/learning-services

TUTORING SERVICES AND THE TUTOR REGISTRY

- Tutoring Services provides up to five hours of free one-on-one tutoring per semester in a variety of subjects.
- If you need additional time with a tutor beyond your free five hours a semester, you can book appointments through the Tutor Registry. Note that students are responsible for payment arrangements directly with their tutor.

For more information, please see: **concordia.ab.ca/student-services/student-life-learning/learning-services/tutoring-and-registry**



Kelsey Hunden

Learning Services Coordinator and Academic Strategist

Office: L284

+1 780 491 6854

kelsey.hunden@concordia.ab.ca

Kelsey supports students by providing information about the following supports and opportunities:

- Co-Curricular Record: The CCR is Concordia University of Edmonton's official document that recognizes student's extracurricular experiences, such as contributing to clubs, associations, and athletics.
- Academic strategies: Kelsey offers support and strategies for all students. These strategies include time management, note-taking, study skills and more.
- The Tutoring & Writing Centre (see below)



Stephanie Rosse

Career Services Manager

Office: Student Success Centre (HA107H)

+1 780 378 8461

stephanie.rosse@concordia.ab.ca

careerservices@concordia.ab.ca

CAREER SERVICES

START YOUR CAREER. Build a thoughtful career plan and create a career path...

Come see us for help with:

- Career exploration and educational planning
- Applying your degree to employment
- Job search strategies
- Cover letter and resume writing
- LinkedIn and professional branding
- Student help positions available on campus
- Professional portfolio development
- Interview preparation, including mock interviews
- Networking, volunteer and internship opportunities

Check **[Career Connections]** in the career services webpage to browse available job postings.

Get involved and Be Recognized with the Co-Curricular Record (CCR)

Download the CUE Involved App: **concordia.ab.ca/student-services/student-life-learning/co-curricular-record-ccr**

STUDENT LIFE & LEARNING



Zartaj Habib

Residence Life Coordinator

Office: Student Success Centre (HA107G)

+1 780 479 9349

zartaj.habib@concordia.ab.ca

HOUSING

Life in residence can be one of the most memorable aspects of a post-secondary education. Creating lifelong friendships and memories, enjoying residence community events, not having to cook your own meals, and the day-to-day convenience of living on campus are only a few of the many benefits of living on campus.

The purpose of Concordia University of Edmonton's residence life program is to provide a total education experience. Our approach is that students will be enthusiastic about learning and living in a close community and will demonstrate the respect, cooperation, and concern for others which make a caring community possible.

Some of the opportunities and benefits of living in residence include:

- Your home away from home - All the amenities of home can be found in our residences.
- Short commute - The daily commute to class is less than 5 minutes of walking.
- Support networks - Created by The Resident Life Coordinator, Resident Assistants, fellow residents, and living in the heart of campus.
- Opportunities for growth - Through events, becoming more involved on campus, living on your own, and having access to a variety of study spaces on campus.
- Security - Our residences are locked 24/7 and have at least one Resident Assistant living in them, plus Campus Security is available to respond to safety issues as they arise.

Stop by the Residence Office or check out the website for more information:
concordia.ab.ca/student-services/residence

If Concordia Residence is not an option for you, but you would like to live close to campus please check out our Off-Campus Housing Listings for more options:
concordia.ab.ca/student-services/residence/off-campus-housing

REGISTRAR'S OFFICE

REGISTRAR'S OFFICE

Room HA120

+1 780 479 9250

registrar@concordia.ab.ca

Online Services for Students provides the following services for students:

- Online Course Selector
- Your Booklist
- Your Courses and Grades
- Verification of Enrolment
- Your Timetable
- Program Progress Reports
- Major/Minor Changer
- Transcript

If you can not find what you need online, please visit the Registrar's Office during our business hours.

concordia.ab.ca/student-services/registrar/contact-us

Student ID Cards

Your Concordia student ID card is your "one card" for the entire time that you study at Concordia. You will need your student ID card to:

- Borrow and use materials from the Concordia library and other NEOS libraries (e.g. the U of A libraries). It is your library card!
- Claim grant cheques from Student Accounts (HA120).
- Access your student information.
- Verify your right to use campus facilities or to participate in campus events.
- Use campus photocopiers. To do this, go to the Bookstore (HA108) and put money on your student ID card.
- Use as a declining balance card in Concordia's Cafeteria and Tegler Kiosk. To do this, go to Student Accounts (HA120) and put money on your student ID card.

Misplaced your card?

Check with staff of the Registrar's Office. If the card cannot be located, you can request that your card be replaced. Replacement cards cost \$15, and can be paid for at Student Accounts (HA120).

Registration

Registration Advisors are here to answer any questions you have regarding your program of studies at Concordia. Speak to a Registration Advisor about:

- Course selection
- Academic policies
- Adding or dropping courses
- Graduation requirements
- Student ID cards
- Degree program requirements

Registration advisors are available in the Student & Enrolment Services Office (HA120) on a walk in basis, or by appointment.

STUDENT ACCOUNTS & ADMISSIONS

STUDENT ACCOUNTS

Room HA120

studentaccounts@concordia.ab.ca

Pay your student account through your bank or credit union:

1. Your Statement of Account can be accessed through online services for students under My Account.
2. Tuition & Fees are due the first day of class and can be paid at the Student Accounts Office during normal office hours by cash, cheque, money order or debit.

Fees can also be paid through your bank by setting up Concordia University of Edmonton as a biller and using your six digit ID number as your account number.

Credit card payments for tuition can be made through Plastiq by accessing online student services through Concordia's website: onlineservices.concordia.ab.ca or www.plastiq.com. Processing fees apply. Concordia's Student Accounts office does not accept credit cards for tuition and fees.

Please allow 5- 6 days for your credit card payment to be receipted to your account.

3. Financial Deadlines are located on the tuition and fee page on Concordia's Website concordia.ab.ca/future-students/admissions/tuition-fees

There are no reductions for individual courses dropped after census day.

4. If you require a printed copy of your statement of account or have questions regarding your account. Please email: studentaccounts@concordia.ab.ca or come to the Student Accounts Office.

ADMISSIONS

What program are you interested in? Visit Admissions to check program requirements, application process, and to look at all the possibilities. We are here to help you.

Admission Advisors are available Monday-Friday from 10:00 am to 3:00 pm on a walk-in or appointment basis. To walk-in or book an appointment, call **+ 1 780 479 9220** or drop by the Welcome Kiosk (front entrance of Hole Academic Centre).

FINANCIAL AID & AWARDS



Margie Schoepp
Financial Aid & Awards Coordinator
Student & Enrolment Services
Room HA120
+1 780 479 9220
finaid@concordia.ab.ca



Lynne Gillingham
Financial Aid Advisor

Concordia's Financial Aid Advisors meet with both new and returning students to provide Information, assistance, and guidance regarding:

- Federal and provincial student loan programs
- Entrance and exit counseling for student loans
- Concordia's scholarship and bursary programs
- External scholarship and bursary programs
- Concordia's emergency loan program
- Budgeting and money management

What's New:

- Financial Aid & Awards website:
concordia.ab.ca/student-services/financial-aid
- New scholarships
- Online applications for Concordia General Awards and
- Concordia's Bursary Program (available through your online services for students)

Financial Aid Advisors are available Monday to Friday from **8:30 am – 4:30 pm** on a walk-in basis or by appointment.

For more information or to book an appointment, stop by Student & Enrolment Services (HA120) or call **+1 780 479 9220**.

Important Deadlines:

Concordia Bursary Program — **October 15 (Fall) / February 1 (Winter)**
Concordia General Awards Program — **January 15**

INTERNATIONAL OFFICE

THE INTERNATIONAL OFFICE

- Greets and supports international students
- Helps students travel through study abroad exchange opportunities
- Offers English language programs
- Offers Chinese Language Program and China Studies Program through the Centre for Chinese Studies

The International Office at Concordia is comprised of a group of people who are passionate about internationalization. Please feel free to stop in and meet us! We are happy to answer questions, provide support or advice, help you with a study abroad or visa application or just have a chat! You can also visit our webpage to learn more: concordia.ab.ca/international

WHO WE ARE



Dr. Manfred Krepsky Zeuch

Dr. Krepsky Zeuch is the Vice President, International and Research. He develops relationships with universities overseas so that Concordia can welcome international students on campus and send local students out to experience adventures in studying abroad.



Dr. Xinxin Fang

Xinxin is the International Student's Officer and Director of the Centre for Chinese Studies. Please visit Xinxin if you are:

- An international student with questions about life at Concordia or in Edmonton
- If you are applying for a Visa and you need help
- If you have questions about the Centre for Chinese Studies (concordia.ab.ca/international/centre-for-chinese-studies)
- If you have questions about Concordia's English language programs (concordia.ab.ca/international/international-students)



Zuzana Ritzer

Zuzana is the International Officer at Concordia. Please visit Zuzana if you are:

- Interested in study abroad opportunities (concordia.ab.ca/international/study-abroad)
- Interested in learning more about our international partner universities (concordia.ab.ca/international/study-abroad/international-partner-universities)
- If you are applying for visa and you need help

Have questions? Feel free to stop in and see us or e-mail us at international@concordia.ab.ca

LIBRARY

LIBRARY

CUE Library has an extensive collection of print and electronic resources and a variety of services and facilities to support Concordia's academic programs.

www.concordia.ab.ca/library

REGULAR HOURS

Monday–Thursday: 7:30 am – 12:00 am

Friday: 7:30 am – 9:00 pm

Saturday: 10:00 am – 9:00 pm

Sunday: 1:00 pm – 9:00 pm

Please note that during late hours (Mon–Thu: 9 pm – 12 am & Fri–Sun: 6 pm – 9 pm) your student ID card is required for entry into the library.

WHAT CAN LIBRARY STAFF HELP YOU WITH?

- Understanding citations and essay formatting
- Developing your research skills
- Finding and borrowing library materials
- Accessing the library's electronic resources

HOW CAN YOU GET HELP FROM THE LIBRARY?

- In person: Library Service Desk
- Text: **780.800.7330**
- Chat online: www.concordia.ab.ca/library
- Email: library@concordia.ab.ca
- Call: **780.479.9338**

STUDYING IN THE LIBRARY

Basement: This floor has drop-in collaborative workspaces with large tables and whiteboards, as well as bookable study spaces.

Main Floor: This floor has comfortable chairs for reading and several small tables for collaboration.

2nd Floor, Mezzanine, & 3rd Floor: These floors are for silent, individual study only. The following restrictions apply:

- No talking
- Set your phone to silent
- Make or answer phone calls in the stairwells (and talk quietly when you do)
- Use headphones if you listen to music or watch videos, and keep the volume at a minimum

CIRCULATION SERVICES

Use your student ID card to borrow items from Concordia Library or to request items from any NEOS library and have them delivered to Concordia at absolutely no cost. Circulation staff can help you to renew items you've already got checked out and answer any questions you may have about loan periods, recall notices and fines.

INFORMATION SERVICES

Whether it's locating a book, searching an electronic resource or formatting a bibliography, the experienced staff at Concordia Library's Information Desk can provide you with sound research advice.

CONCORDIA'S LIBRARY CATALOGUE AND DATABASES

Concordia's library catalogue and numerous databases provide students with access to an impressive array of physical and electronic resources, including books, e-books, scholarly journal articles, DVDs, CDs, streaming videos and music. Additionally, all of Concordia Library's electronic sources can be accessed from home with your library barcode and PIN.

CONCORDIA'S L-PASS

The Lpass (Library Pass) provides students with free access to all of Edmonton Public Library's services as well as all of EPL's physical and electronic materials. To register for your free Lpass, visit:

library.concordia.ab.ca/lpass

For more information about Concordia Library's library hours, loan periods, services, and policies visit library.concordia.ab.ca

For any help with off-campus access, Lpass, research, citations, or borrowing materials stop by the Library Service Desk, call at **+1 780 479 9338**, or text the library at **+1 780 800 7330**.

CONCORDIA COMMITMENT



JOIN THE CONCORDIA COMMITMENT TODAY!

This one-of-a-kind program provides additional support from Student Life and Learning throughout your studies to help you achieve academic and career success. The Commitment helps you get the most out of everything that CUE has to offer from the first semester to beyond graduation.

The Concordia Commitment

If you complete all requirements of the CUE Commitment program, have a 2.3 GPA at graduation, and do not secure career-related employment within 6 months of graduation, or move on to a professional program or graduate studies, you are eligible to return for an extra year of undergraduate classes for FREE.

For more info visit:

concordia.ab.ca/future-students/the-concordia-commitment

CONCORDIA STUDENTS' ASSOCIATION



CONCORDIA STUDENTS' ASSOCIATION

All students registered in an undergraduate degree program at Concordia are members of the Concordia Students' Association (CSA) and are governed by their by-laws and policies. The elected CSA Executive Council (EC) represents students' interests to the university and the greater community, while the General Council provides governance and oversight. The EC also administers student clubs, organizes special activities, and provides student services. Watch your Concordia Student email account and the bulletin boards for more information about your Concordia Students' Association.

CSA Executive Council

CSA President

Brandon Vollweiler csapresident@student.concordia.ab.ca

Vice-President Student Life

Hannah Ludlage csavpstudentlife@student.concordia.ab.ca

Vice-President Internal

Alex Bedard csavpinternal@student.concordia.ab.ca

Vice-President Finance

Andrew Preiss csavpfinance@student.concordia.ab.ca

Vice-President Marketing

Madeline Ludlage csavpmarketing@student.concordia.ab.ca

CSA General Councillors

The General Council (GC) is the highest governing body of the CSA. There are five General Councillors elected from the different faculties at Concordia.

Each faculty representative is also each the president of their faculty union. The five Executive Councillors also sit on the GC and a student- at-large is elected to represent Athletics. The GC establishes oversight and accountability of the CSA to students. Go out and meet your General Councillors!

Arts Representatives

Ester Latifi, Lauren Hollman

cas@student.concordia.ab.ca

Management Representative

Christopher Hrdlicka

cms@student.concordia.ab.ca

Science Representative

Emma Schmidt

css@student.concordia.ab.ca

Education Representative

Matthew Mclachlan

ess@student.concordia.ab.ca

Environmental Health Representative

Avik Sharma

ehsu@student.concordia.ab.ca

Athletics Ambassador

Rebekka Hay

BEHIND THE BLUE DOOR

Want to know more about the CSA and what we do, get involved, or ask questions? Come and find us through “The Blue Door” in Alumni Hall in A207. Behind The Blue Door you’ll find all of our CSA executive offices, our General Council desk, and the students that work behind the scenes to make the CSA possible!

Visit www.ourcsa.ca for more information about the CSA, or to find out when your General Council is meeting. All members are allowed to observe the meetings with notice. You can also check out all of the awesome opportunities and events your CSA has planned for you!

Have concerns about student supports, campus services and opportunities, or anything pertaining to the student experience at Concordia? Please email csapresident@student.concordia.ab.ca with all questions, concerns, and feedback!

CSA EVENTS

Throughout the year, your CSA holds tons of events for students, ranging from beer gardens, parties, and pub crawls to mental wellness, Thunder Athletics, and cultural events!

Check out www.ourcsa.ca for all upcoming events, photos, and the CSA’s calendar! If you want to be a CSA volunteer or a Peer-Support Team member, please email csavpstudentlife@student.concordia.ab.ca for more information!

Have an event idea that’s not included in our calendar? Email csavpstudentlife@student.concordia.ab.ca to fill out an Event Form to make your idea come to life on campus!

CONCORDIA STUDENTS' ASSOCIATION

FRESHMEN CHALLENGE

September to December—Register Today!

Concordia's Student Life and Learning department—in partnership with the Concordia Students' Association (CSA)—invites first-year undergraduate students to take part in this year's Freshman Challenge.

Designed to help new students transition into university life, the Freshmen Challenge runs over the duration of the fall semester, providing newbies the opportunity to find support, participate in campus events and make connections—all while having a great time!

Between September and December, they are challenged to take part in 10 activities, including Concordia special events and Student Life and Learning information sessions.

Participating in each activity earns students 'Freshmen Challenge Attendance Points'. With each point earned, students are entered to win a draw for a variety of prizes. The student who earns the most points over the semester is dubbed Freshman of the Year.

For more information, contact:

Alex Bedard
csavpinternal@student.concordia.ab.ca

JOIN A CLUB

Want to join one of CSA's exciting Clubs or get involved with your Faculty's Students' Union?

Joining a club on campus is one of the most beneficial and exciting experiences for students! Club Fair is held in the beginning of September, where students have the opportunity to ask questions, join clubs, and get involved! For a complete list of the Clubs and Unions on campus, go to ourcsa.ca! Don't see a club or union that appeals to you? Start your journey to form a new club on campus today by emailing csavpinternal@student.concordia.ab.ca!

USED BOOK SALE

Want to buy textbooks, cheap?

Come to the Student Book Marketplace on the top mezzanine in the Tegler Student Center during the first month of each semester. Other students will bring the used textbooks they want to sell, and if you can find one that you need you will find a good deal! For more information contact the CSA VP Internal at csavpinternal@student.concordia.ab.ca

SOCIAL MEDIA

Want to see your event photos, community posts, and updates? Follow **Concordia Students' Association (CSA)** on Facebook, instagram [@ourcsa](https://www.instagram.com/ourcsa), and twitter [@CUE_CSA](https://twitter.com/CUE_CSA), or email csavpmarketing@student.concordia.ab.ca!

Want to help take photos, promote CSA events, and learn about marketing? Join our Marketing Street Team and volunteer today! Email csavpmarketing@student.concordia.ab.ca with your resume or for more information!

CONCORDIA STUDENTS' ASSOCIATION

THE BOLT NEWS

The Bolt News is your student newspaper! Check them out online at theboltnews.com or pick up a copy around campus.

Do you want to write for the Bolt? We want you to be a part of our team! Email resumes and writing samples to csabolt@student.concordia.ab.ca or go visit their website at www.theboltnews.com!

STUDENT HEALTH & DENTAL PLAN

Your CSA Student Benefit Plan includes coverage for:

- Prescription Drugs
- Paramedical Practitioners
- Emergency Travel Insurance
- Accidental Death & Dismemberment
- Vision Care
- Dental
- Tutorial

For more information about your student plan visit: mystudentplan.ca/csa

How much will the plan cost?

The Student Benefits Plan costs \$300 annually, billed with tuition charges, for supplemental health and dental coverage. The Student Plan covers you from September 1 through to August 31.

When does my coverage begin?

New eligible students will be added to the plan automatically during the first 25 days of each semester.

What if I already have health and dental coverage?

If you have a comparable insurance coverage you may apply to waive health and/or dental coverage provided by the CSA Student Benefits Plan. You can also coordinate coverage from your existing plan with CSA Student Benefits Plan. Each student is given one opportunity to waive benefits under the plan each year. All opt-out requests must be completed online via the benefit plan website: www.mystudentplan.ca/csa/opt-out-form and received by the deadline posted online. Approval of the opt-out request will result in the plan fee being credited to your student account

Opt out dates: September 20 (Fall), January 20 (Winter), May 20 (Spring)

Please note that International Students are unable to opt-out.

Can I add my family to the Student Benefit Plan?

Students will have one opportunity to purchase family coverage for your spouse and/or dependent(s) by completing an application form and by supplying applicable fees by the assigned deadline each year.

Concordia Students' Association

Room A212

7128 Ada Blvd, Edmonton AB T5B 4E4

+1 780 378 8459

If the Student Benefits office is closed, please call **+1 877 746 5566 ext. 7229**
concordiaplan@mystudentplan.ca

GRADUATE STUDENTS' ASSOCIATION



GRADUATE STUDENT ASSOCIATION

The Graduate Student Association (GSA) is the voice of the graduate student body at Concordia University of Edmonton. We are committed to representing your interests and promoting your academic and general welfare. The GSA is based on honest and genuine student advocacy, and we encourage open collaboration and discussion for the utmost transparency. We are here to make your overall graduate school experience productive and positive!

GSA Executive Council

President

Uttkarsh Goel

gsapresident@student.concordia.ab.ca

Vice President – Academic Affairs and External Relations

Vinayak Kohli

gsavpacademicaffairs@student.concordia.ab.ca

Vice President – Finance and Services

Sumaiya Nazneen

gsavpfinance@student.concordia.ab.ca

Vice President – Student Life

Bhupinder Kaur

gsavpstudentlife@student.concordia.ab.ca

MISSM/SA Representative

Samuel Ubaneche

missmsapresident@student.concordia.ab.ca

Master of Arts in Biblical and Christian Studies Representative

Erin Archer

mbcsrep@student.concordia.ab.ca

Visit concordiagsa.com for more information about your GSA!

INDIGENOUS STUDENT COUNCIL



INDIGENOUS STUDENT COUNCIL

The Indigenous Student Council (ISC) is the voice of all Indigenous students at Concordia University of Edmonton. We strive to provide unique opportunities for students to directly experience Indigenous culture. We are committed to advocating on your behalf and representing your interests. We look forward to meeting you at one or all of the many fun and exciting events we have planned for the upcoming year!

ISC Executive Council

President

Gina Donald

Vice President

Maxine Courtoreille-Paul

Treasurer

Mavis Cardinal

VP Marketing & Events

Vacant

Secretary

Claudette Machatis

Contact Us:

Email: isc@student.concordia.ab.ca

Find us on Facebook: Concordia Indigenous Student Council

INDIGENOUS KNOWLEDGE & RESOURCE CENTRE

INDIGENOUS KNOWLEDGE AND RESEARCH CENTRE

In recognition of Concordia University of Edmonton (CUE) being located on Treaty lands and its role in reconciliation, the University has a complete and inclusive centre directed at providing for the needs of Indigenous students. The Indigenous Knowledge and Research Centre (IKRC) connects self-declared Indigenous and non-Indigenous students with social and scientific research opportunities. It also allows students to engage in research collaborations with key industry and community partners.

The Centre creates a bridge between Indigenous communities, the University, and the research and innovation at the Centre by supporting students and creating an atmosphere of success.

The inclusive Indigenous Centre houses:

- A Resource and Reference Centre;
- Space for learners to access Indigenous leaders and community members for counsel, mentoring, advice, and guidance;
- Formal and informal meeting and gathering spaces for the sharing of cultural training sessions for all students, faculty and staff; and
- A Ceremonial and Cultural space for smudging, pipe ceremonies, celebrations, and feasts.

IKRC Manager

Danielle Powder

Manager, Indigenous Knowledge and Research Centre

Office: Indigenous Knowledge and Research Centre (CSRI Building)

danielle.powder@concordia.ab.ca

The Manager of the Indigenous Knowledge and Research Centre oversees the day-to-day operations of the Indigenous Knowledge and Research Centre, including the delivery of services for Indigenous students, working closely with CUE's Elders Council to facilitate traditional supports, and the coordination, facilitation and dissemination of research. The Indigenous Knowledge and Research Centre provides an environment that encourages full access, participation and success for Indigenous students.

CAMPUS LIFE

CONCORDIA STUDENT AMBASSADOR PROGRAM

Why should you join?

- Gain valuable work experience
- Build your resume
- Earn great references
- Meet new people and make new friends
- Develop communication skills
- Strengthen leadership abilities
- Gain experience in public relations
- Enjoy some perks

What does an ambassador do?

- Gives tours of Concordia to prospective students and their families
- Participates in the Student for a Day Program
- Assists with projects and on-campus events
- Participates in the annual Open House, Counselor Update, and Spring Faculty Info Nights
- Accompanies the Recruitment Advisors to off-campus recruitment events
- and MUCH, MUCH MORE!

What is the Student-for-a-Day Program?

Student for a Day offers prospective high school students a chance to experience a day-in-the-life of you - a CUE student! We'll match an interested student with you based on similar academic interests. You'll take them to your classes, introduce them to friends and professors, show them around a bit, and we'll pay for both of your lunches in the cafeteria.

For more information, contact:

Angela Campbell

Assistant Registrar, Recruitment

Office: S202

+1 780 479 9221

angela.campbell@concordia.ab.ca

SPIRITUAL LIFE

Concordia University of Edmonton is an inclusive and welcoming campus. The multi-purpose faith room, across from the main entrance in Schwermann Hall, is for the use of all students and staff for private prayer and meditations.

- Watch for special events, presentations, and guest speakers throughout the year!

FOOD BANK

University is often hard enough without having to worry about where your next meal is coming from. If you find yourself short of resources to purchase food, let the Concordia University of Edmonton's Food Bank be a resource to provide temporary assistance to students struggling to feed themselves.

The food is made possible through donors and the efforts of our student volunteers who work to keep the food bank stocked and organized. The CUE Food Bank is located in room A202, Alumni Hall.

The CUE Food Bank runs on an anonymous basis and students make use it as needed and without question. Please visit the following website for more info and additional options:

concordia.ab.ca/student-services/student-life-learning/support-services/food-bank

PARKING INFORMATION

On-Campus Parking

All cars MUST display permits. The parking dispensers located in the parking lots accept exact change, VISA, MC, and AMEX. Parking is enforced days, evenings, and weekends. Illegal parking fines start at \$75.00 (\$50 if paid within 7 days).

Parking Rates Monday to Friday: 7:00 am – 5:30 pm:

- \$2.50 for the first hour; \$1.50 per 30 minutes after
- \$7.75 per day maximum (7 am – 7 am)
- \$3:00 for Evenings after 5:30 pm and weekends

To purchase a Tegler scramble parking pass visit: concordia.preciseparklink.ca

There are limited Student Parking Passes available at the Bookstore for the Northlands Parking Lot. They are sold on a first-come first-served basis.

There is short term residential parking around campus, pay close attention to the posted time restrictions as the City of Edmonton Bylaw Officers strictly enforce parking restrictions on the residential streets around Concordia!

Please remember above all else to RESPECT our neighbors in the Concordia community!

CAMPUS MAP

For an interactive map of campus visit: concordia.ab.ca/about/campus-map



Andrew Sterne

Director, Custodial and Security Services

CAMPUS SECURITY

ON CALL 24 HOURS A DAY

+1 780 479 8761 | 5555 from an internal phone

concordia.ab.ca/campus-services/security

Security staff are not police officers, consequently, they do not have the same authorities or powers. The role of the security staff is to:

1. Provide information and general assistance to the campus community.
2. Patrol and monitor the campus for security and safety issues.
3. Report suspicious, hazardous, or inappropriate conditions or activities to the proper authority.
4. Log all unusual incidents for future reference.
5. Control and monitor building and restricted area access.
6. Provide emergency first aid service.
7. Expedite, assist, and supplement the services of external emergency response agencies.

First Aid

For injury or illness on campus, immediately contact Security. All security personnel are trained in first aid response and have access to a first aid recovery room. Concordia has two AED's, one located in the Tegler Centre the other in the Ralph King Athletic Centre.

Protect Yourself and Your Belongings

- Never leave your valuables, laptop, tablet, smart phone, package, purse, or wallet unattended. That quick walk to the cafeteria or washroom is all the time it takes to lose your valuables.
- Always keep expensive items on your person. Lockers and cars are easily broken into. Better yet, don't bring these articles to campus unless absolutely necessary.
- Always lock your vehicles and store valuables in the trunk or out of sight.
- Lock bicycles with a good quality lock.
- Become familiar with people who have lockers in your area.
- Keep your locker combinations to yourself.
- Walk with a friend or call Campus Security to escort you when leaving campus buildings late at night.
- Know your surroundings and keep in mind the potential dangers

CAMPUS LIFE

BEHAVIOURAL SUPPORT & INTERVENTION TEAM

Concordia's Behavioural Support and Intervention Team (BSIT) works to maintain a healthy and safe campus environment by responding to students who may be struggling. The team's function is to receive reports about individuals exhibiting troubling behaviours, to assemble information from across campus departments, and to determine appropriate responses.

Every individual in the Concordia community of students, faculty, and staff members shares a responsibility for observing and reporting endangering behaviours. You are doing the right thing in reporting your concerns, both to help the individual whose behaviour is problematic and to protect the safety of the campus. By alerting the appropriate campus representatives you are not making a determination but empowering BSIT to intervene in order to assist the individual and protect the campus

Recognizing Persons in Distress

- Troubling Behaviour causes us to feel alarmed, upset, or worried for a person's well-being
- Threatening Behaviour leaves us feeling frightened and in fear for our safety or that of others

Endangering Behaviours

- Attempted suicide or expression of suicidal intent
- Self-injurious behaviour, which are deliberate acts or expressions of intent to harm one's body.
- Verbal or written threats to people or property
- Behaviour that is odd, eccentric, dramatic, erratic, or anxious
- Alcohol and drug abuse, among others

If you feel an immediate threat of self-harm or harm to others:

Call the Edmonton Police at 911 and call Campus Security at +1 780 479 8761

If there is no immediate threat of self-harm or harm to others:

Submit a BSIT Incident Report Form from Student & Enrolment Services, Plant Operations, Counselling Services, and Human Resources offices or find online: concordia.ab.ca/campus-services/security/behavioural-support-and-intervention-team

BOOKSTORE

CUE BOOKSTORE

bookstore.concordia.ab.ca

+1 780 479 9332

Regular Business Hours:

Monday to Friday, 8:30 am – 4:30 pm

Extended hours are posted at the beginning of each term.

At the CUE Bookstore students can purchase required textbooks, lab materials, monthly ETS passes, annual parking passes for Northlands, Concordia wear, event tickets, and school supplies. Students can also rent lockers and add money to their ID cards for using campus photocopiers, printers and top up their balance for the cafeteria. The Bookstore accepts cash, debit, VISA, MC, and AMEX (credit card holder must be present).

Book returns will be accepted only within 10 days of the purchase date (2 days for Spring and Summer session); a 10% restocking charge applies.

Book Buyback will be conducted at the end of Fall and at the end of Winter Semester. The dates will be announced.

Textbooks can also be purchased online under Online Services.

Rent Lockers at the Bookstore

Lockers are available on Concordia's campus. Students must pay for lockers at the Bookstore and provide their own locks. The CUE Bookstore (HA108) manages lockers assignment.

Problems with lockers are handled by Plant Operations. Locker clean out occurs at the end of April and all uncleared items will be discarded or donated to charity. Please watch for posted notices!

FINE ARTS: SCHOOL OF MUSIC

SCHOOL OF MUSIC

concordia.ab.ca/arts/departments/fine-arts/school-of-music

CONCORDIA CONCERT CHOIR

The Concordia Concert Choir is an auditioned ensemble that involves students from all disciplines and interests. The Choir performs in Edmonton and goes on tour each year including international tours every few years. The repertoire includes a variety of styles of choral music.

Information:

Jordan VanBiert

CONCORDIA SYMPHONY ORCHESTRA

Comprised of students as well as top amateur and professional instrumentalists from the community, the orchestra rehearses weekly on Wednesday evenings and performs four concerts annually featuring original programming in the performance of standard and modern symphonic repertoire. An audition is required.

Information:

Dr. Danielle Lisboa

Office: A308

+1 780 479 9327

danielle.lisboa@concordia.ab.ca

WIND ENSEMBLE

Through an arrangement with Festival City Winds, Concordia students can enroll in wind ensemble playing in one of four bands under director Wendy Grasdahl. An audition is required.

Information:

Wendy Grasdahl

wendy.grasdahl@concordia.ab.ca

CONCORDIA HANDBELL ENSEMBLES

Concordia offers two Handbell ensembles comprised of students and community ringers. JuBELLation is open to new ringers and Jubiloso! is for advanced ringers.

Ensembles have weekly rehearsals under internationally acclaimed conductor Debbie Rice. An audition is required.

Information:

Debbie Rice

Office: A203A

+1 780 479 9355

deborah.rice@concordia.ab.ca

FINE ARTS: SCHOOL OF MUSIC

CHAMBER MUSIC

Small ensembles mainly comprised of Concordia students feature the study of the technical and interpretive aspects of small ensemble repertoire in preparation for public performances. An Audition/Interview is required.

Information:

Dr. Danielle Lisboa

Office: A308

+1 780 479 9327

danielle.lisboa@concordia.ab.ca

CONCORDIA COMMUNITY CHORUS AND BELLA VOCE

The Concordia Community Chorus and Bella Voce are open to both Concordia students and community members. Chorus is a 100-voice non-auditioned choral ensemble. Bella Voce is a women's chamber vocal ensemble. Weekly rehearsals on Monday evenings lead to three or four concerts every year which feature a varied repertoire, from works with orchestra to lighter classics and seasonal favourites.

Information for Chorus:

Debbie Rice

Office: A203A

+1 780 479 9355

deborah.rice@concordia.ab.ca

Evelyn Grieger

Information for Bella Voce:

Jolaine Kerley

jolaine.kerley@concordia.ab.ca

PRIVATE LESSONS

Private lessons in all instruments and voice are available to Concordia students. Renowned performers and pedagogues form a high quality cadre of music instructors.

Information:

John Brough

+1 780 479 9301

john.brough@concordia.ab.ca

FINE ARTS: THEATRE AT CUE

THEATRE AT CUE

concordia.ab.ca/arts/departments/fine-arts/drama

Drama Events for the 2018-2019 season will kick off on Friday, September 7 with a Mixer and Movie Night

MAINSTAGE PRODUCTIONS

Each Fall and Winter Term the Drama program performs a production in the Al and Trish Huehn Theatre. The productions are directed by faculty or visiting guest directors from Edmonton's professional theatre community. Repertoire is selected from a broad range of styles and a musical is produced every second year. Auditions for productions are normally held during the first week of classes each term. Rehearsals are held afternoons, evenings and weekends. The Fall production is in late October or early November and the Winter production is in early March.

Theatre at CUE offers opportunities to volunteer at schools in the community supporting school drama clubs and activities. The GTC, Concordia's Drama Club works closely with the drama faculty to offer workshops, social activities and produce a Fall One Act Play Festival and a Spring Fine Arts Carnival.

For more information about Theatre at CUE contact:

Caroline Howarth

Office A201-A

+1 780 479 9269

caroline.howarth@concordia.ab.ca

CAMPUS RECREATION

HOURS OF OPERATION

Fitness Centre and Gymnasium Hours of Operation

Monday – Thursday: 8 a.m. to 10 p.m.

Fridays: 8 a.m. to 4 p.m.

Weekends and Holidays: CLOSED

Summer Hours

Weight Room

Monday – Thursday: 8 a.m. to 8:30 p.m.

Friday: 8 a.m. to 4 p.m.

Saturday & Sunday: CLOSED

Gymnasium

Monday – Friday 8 a.m. to 4 p.m.

Saturday & Sunday: CLOSED

The fitness centre is only available for current students, faculty, and staff at Concordia University of Edmonton.

CAMPUS RECREATION

Campus recreation and intramural programming run Mondays, Wednesdays, and Fridays from 12:00-1:00 PM in the Ralph King Athletics Centre. The School of Physical Education & Wellness coordinates activities during this time and are open to current students, staff, and faculty at Concordia University of Edmonton.



CONCORDIA'S THUNDER ATHLETICS

THUNDER ATHLETICS

www.gothunder.ca

The Thunder Athletics Department is a member of the Alberta Colleges Athletics Conference (ACAC) and the Canadian Collegiate Athletic Association (CCAA). Concordia teams participate in the following sports:

Badminton – Men's & Women's	Ice Hockey – Men's
Basketball – Men's & Women's	Indoor Track – Men's & Women's
Cross Country Running – Men's & Women's	Soccer – Men's & Women's
Curling – Men's & Women's	Volleyball – Men's & Women's
Golf – Men's & Women's	

If you are interested in obtaining some general information about the athletics program contact:

Athletic Director

Joel Mrak +1 780 479 9321 joel.mrak@concordia.ab.ca

Program & Sport Information Coordinator

Nathaniel MacLellan +1 780 479 9322 nathaniel.maclellan@concordia.ab.ca

HOME VENUES

Ralph King Athletics Centre

All home Volleyball, Basketball and Soccer games are played at the Ralph King Athletic Centre (7128 Ada Blvd NW, Edmonton, AB T5B 4E4)

Clareview Arena

All home Hockey games are played at Clareview Arena (3804 139 AVE, Edmonton, AB T5Y 1Z4)

CUE students will be granted free entry into to all home athletics events with student ID cards. Complete sport schedules and home game listings can be found at www.gothunder.ca.

SOCIAL MEDIA

www.facebook.com/CUEthunder www.instagram.com/cue_athletics
twitter.com/CUE_Athletics

CONCORDIA UNIVERSITY OF EDMONTON

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