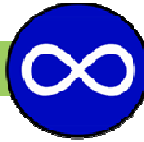


Aboriginal Student Handbook



2012-13



ACKNOWLEDGEMENTS

We extend sincere thanks to the following departments and organizations for their help in developing the Lakehead University Aboriginal Student Handbook:

Lakehead University Calendar
Lakehead University Student Union
Lakehead Social Planning Council
Lakehead University Aboriginal Programs

CREATED BY:

Aboriginal Cultural & Support Services

Please note that information provided in this handbook was accurate at the time of printing and may be subject to change.

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EMERGENCY CONTACTS, HELP LINES, AND LOST IDENTIFICATION

Lakehead University Campus Emergency and Help Services

Chaplain	343-8002
Harassment and Discrimination	343-8334
Lakehead University Emergency (24/7)	ext 8911
On-Campus Security (24 hrs)	343-8569
Student Health and Counselling Centre	343-8361

Off-Campus Emergency and Help Services

Ambulance, Fire, Police (emergency)	911
Anishinabek Police Service	625-0232 or 1-800-438-5638
Assaulted Women's Helpline (24hrs)	1-866-863-0511 or (TTY) 1-866-863-7868
Beenidigen Native Women's Crisis Line	346-4357 (HELP)
Counselling and Crisis Centre (24hr hotline)	1-866-311-5927
Crisis and Suicide Response	346-8282 or 1-888-269-3100
Drug and Alcohol Registry of Treatment (DART)	1-800-565-8603
Kids Help Phone	1-800-668-6868
Fem-Aide Crisis Line	1-877-336-2433
Mental Health Service Information Line	1-866-531-2600
Nishnawbe-Aski Police Services	623-2161
Ontario Problem Gambling Helpline	1-888-230-3505
Poison control	1-800-268-9017
Police (non-emergency)	684-1200
Sexual Assault/Sexual Abuse (Office)	345-0894
Sexual Assault/Sexual Abuse	344-4502
Counselling & Support Centre TeleHealth Ontario (24hrs)	1-866-797-0000
Thunder Bay Crisis Response (24hrs)	1-888-269-3100 or 346-8282
Victim Support Line	1-888-579-2888

Identification

Birth Certificate 189 Red River Rd	1-800-461-2156
Drivers Licenses – Ontario Ministry of Transportation 113-435 James St. S./Unit B, 400 Balmoral Pl/1020 Dawson Rd	1-800-387-3445 767-2266
Health Card (Ontario Health Insurance Plan) 113-435 James St S./Unit B, 400 Balmoral Pl/1020 Dawson Rd	1-877-817-6636 or 1-888-376-5197 626-8166 or 475-135
Social Insurance Number Service Canada, 975 Alloy Drive	1-800-206-7218
Status Card 100 Anemki Drive, Ste. 101	1-800-567-9604 623-3534

USEFUL RESOURCES FOR NEWCOMERS

211 Ontario North

By dialling 211, residents of the Thunder Bay District can obtain information on a wide range of community programs and services.

Breakfast Clubs for Children

Red Cross Nutrition Program 345-6451

- Agnew H. Johnston Public School 577-6448
- Bishop Gallagher Senior Elementary School 345-4482
- Dennis Franklin Cromarty First Nations High School 623-8914
- Hammarkjold High School 767-1631
- Ogden Community 622-9513
- SAM-MISOL High School Credit Programs 475-6502
- Sir Winston Churchill Collegiate & Vocational Institute 473-8100
- St. Ignatius High School 344-8433
- St. Jude School 623-5989
- Superior Collegiate & Vocational Institute 768-7284
- Whitefish Valley Public School 475-3181

Salvation Army School Nutrition Program 344-7300

- *St. James Public School*

Thunder Bay Boys and Girls Club School Nutrition Program 623-0354

- *Breakfast Club - St. Ann School, St. Elizabeth School, St. Jude School, Algonquin Avenue Public School, Vance Chapman Public School, Claude E. Garton Public School, Vale Community Centre, Corpus Christi School;*

Child Care

Each Daycare Centre has waiting lists. It is important that you register ahead of time to reserve a spot.

Algoma Day Care 684-3272
58 Algoma St. N.

Footsteps Family Centre 767-1958
370 County Blvd.

Grace Remus Day Care 684-3584
750 Tungsten St.

Harbour View Child Care Centre 345-5633
30 Wishart Cres.

Kinderplace Childcare Centre 343-4363
580 Algoma St. N.

Little Lions Waldorf Daycare and Kindergarten 344-2283
211 Clarke St.

Little Myrtle's Daycare Centre 683-9683
313 Grenville Ave.

Mahmowenchike Family Development Centre 623-9580
229 Pacific Ave. W.
Program designed to bring Anishnawbe culture to pre-school aged children living in an urban setting
www.mahmowenchike.ca/

Nanabijou Childcare Centre 343-8369
855 Oliver Rd.
The Nanabijou Childcare Centre is located in the Prettie Residence on Lakehead University's campus.
<http://nanabijou.lakeheadu.ca/index.php>

Ogden Child Care Centre 625-3810
600 McKenzie St.

Schoolhouse Playcare Centre of Lakehead Inc.
627 Grey St. (off Walsh) 622-6910
243 St. James St. 344-8719
115 Mary St. W. 475-4560
www.schoolhouseplaycare.com/stjames.htm

Thunder Bay Aboriginal Head Start 768-2342
1610 John St. Rd.

Subsidized Daycare

Subsidized child care is typically made available to families who are working or going to school. Eligibility is based on your annual income tax return. You must contact one of the centres and ensure there is space available for your child before applying for Child Care Fee Subsidy.

- It is important to have the following information on hand prior to applying:
 - *Income Information:* Federal Income Tax Notice of Assessment (NOA) or Child Care Tax Benefit Notice (CCTB). If you cannot find your Notice

of Assessment, you may request a copy by calling Canada Revenue Agency at 1-800-959-8281

- *Address:* Two pieces of information to confirm your current address (licence, utility bills, etc.)
- *Student/Training:* Documents to confirm your registration/enrolment and class schedule. Please ensure that program start and end dates are included.
- *Personal Information:* Any custody agreement in effect.

Subsidized Child Care
34 N. Cumberland St., 4th Floor
Thunder Bay District Social Services
Administration Board, Children's Services
<http://www.tbdssab.on.ca>

766-2107
Fax: 345-9412

Complaints

**Centre for Equality Rights
in Accommodation** **report housing discrimination
<http://www.equalityrights.org/cera/>

1-800-263-1139 ext. 22

Lakehead University Ombuds Office
Complaints and provides information regarding academic and non-academic concerns
<http://ombudsoffice.lakeheadu.ca/>

343-8061

Landlord and Tenant Board
Complaints about Landlords
http://www.ltb.gov.on.ca/en/STEL02_111281.html

1-888-332-3234

Law Society of Upper Canada
Complaints about Lawyers
www.lsuc.on.ca

1-800-268-7568

Ombudsman Ontario
Investigates complaints about provincial government organizations
www.ombudsman.on.ca

1-800-263-1830

Ontario Civilian Police Commission
<http://www.ocpc.ca/english/index.asp>

1-888-515-5005

Child and Family Resources

Aboriginal Healthy Babies Healthy Children
Dilico Anishinabek Family Care
Thunder Bay Métis Council 226 May St. S
Ontario Native Women's Association

1-800-667-0816
623-8511
624-5016 or 1-800-263-4889
623-3442

Boys and Girls Clubs of Thunder Bay <i>Activities for children and youth, ages 4-18</i> 270 Windsor St. www.tbayboysandgirlsclub.org	623-0354
CAPC Family Support Program 226 May St. S. <i>Métis CAPC is a family-support program available to Aboriginal families, with children 6 years and under, living within the City of Thunder Bay.</i>	624-5012
Children's Aid Society of the District of Thunder Bay 1110 Jade Crt. http://www.thunderbaycas.ca	343-6100
Communities Together For Children 425 Edward St. N. Northwood Park Plaza www.ctctbay.org	624-5690
Dilico Anishinabek Family Care 200 Anemki Pl. www.dilico.com	623-8511 1-800-465-3985
Lakehead Social Planning Council Community Information & Referral Centre 125 Syndicate Ave. S., Unit 17, Victoriaville Centre www.lspc.ca	624-1720 1-866-624-1729
New Experiences Program Thunder Bay Children's Centre 283 Lisgar St. <i>Support for Aboriginal youth ages 12-17, dealing with addiction, legal problems, and other issues</i> www.childrenscentre.ca	343-5000
Thunder Bay Indian Friendship Centre 401 Cumberland St. N. http://www.ofifc.org/centres/Thunder_Bay_Indian_Friendship_Centre.php	345-5840
Thunder Bay Métis Council 226 May St. S. www.metisnation.org	624-5018
Urban Multipurpose Aboriginal Youth Centre <i>A club for Aboriginal youth and young adults ages 15-29.</i>	624-5020

Cultural Resources

Anishnawbe Mushkiki

29 Royston Crt.

www.mushkiki.org

Admin: 343-4843

Clinic: 343-4819

Fort William First Nation Office

90 Anemki Dr., Suite 200

www.fwfn.com

623-9543

Fax: 623-5190

Grey Wolf Traditional Teaching Lodge

1306 Victoria Ave. E.

<http://www.greywolfteachinglodge.ca>

473-9851

Métis Nation of Ontario

Urban Multipurpose Aboriginal Youth Centres (UMAYC)

226 May St. S.

624-5020

Regional Multicultural Youth Council

Multicultural Association of Northwestern Ontario

511 Victoria Ave. E.

<http://my.tbaytel.net/manwoyc/>

622-4666

Thunder Bay Indian Friendship Centre

401 N. Cumberland St.

[www.ofifc.org/centres/Thunder Bay Indian Friendship Centre.php](http://www.ofifc.org/centres/Thunder_Bay_Indian_Friendship_Centre.php)

345-5840

Thunder Bay Multicultural Association

17 Court St. N.

www.tbma.ca

345-0551

Employment

Anishinabek Employment & Training Services

212 Camelot St.

www.aets.org

346-0307

1-866-870-2387

Employment Service Centre

Ontario March of Dimes

237 Camelot St.

<http://www.marchofdimes.ca/EN/programs/employment/Pages/default.aspx>

345-6595

1-800-335-0715

Fort William First Nation Office

90 Anemki Dr., Suite 200

www.fwfn.com

623-9543

Fax: 623-5190

Job Connect 473-3829
1450 Nakina Dr., Confederation College
<http://www.jobconnectcc.ca>

Matawa Employment and Training 344-4575
233 Court St. S. 1-800-463-2249
www.matawa.on.ca

Service Canada 346-2000
Human Resources and Skills Development 1-800-206-7218
975 Alloy Dr.
<http://www.servicecanada.gc.ca/>

Thunder Bay Indian Friendship Centre 345-5840
401 N. Cumberland St.
[www.ofifc.org/centres/Thunder Bay Indian Friendship Centre.php](http://www.ofifc.org/centres/Thunder_Bay_Indian_Friendship_Centre.php)

Yes Employment Services 623-0768
Main Office
1116 Waterford St.
www.yesjobsnow.com

Food

Good Food Box 345-7819
Purchase quality, fresh, local produce at a lower price than available at grocery stores.
<http://www.tbdhu.com/HealthyLiving/HealthyEating/FoodSecurity/GoodFoodBox.htm>

Holsum Bakery 345-7327
431 Hardisty St. N. ***wholesale prices on bread/buns/pastries*

Lakehead University Food Bank 343-8850
For Lakehead University students only.
955 Oliver Rd. UC-0017B (in the tunnels)

Neighbourhood Capacity Building Project (NCBP) 768-2310
Urban Aboriginal Strategy
1610 John Street Rd.
<http://uasthunderbay.ca>

New Life Christian Fellowship 628-8842
203 Ogden St.
www.newlifetbay.com

Salvation Army Food Bank 345-7319
545 Cumberland St. N. ***Bring ID*

Salvation Army Soup Van 344-7300
Red River Rd. (across from Shoreline Motel) – 8:00pm-8:30pm daily
Simpson St. (across from Underground Gym) – 7:00pm-7:30pm daily

The Shelter House 623-8182
420 George St.
www.shelterhouse.on.ca

St. Andrew's Dew Drop Inn 345-5202
292 Red River Rd.
<http://dewdropinnthunderbay.ca>

St. Thomas Anglican Church Food Cupboard 623-3608
1400 Edward St. S.
www.stthomasanglican.org

**St. Vincent De Paul Society
North Ward Branch** 344-4898
Corpus Christi Church
664 Red River Rd.

South Ward Branch 577-3464
St. Agnes Church
1019 Brown St.

Thunder Bay Christian Community Centre 623-8184
132 Dease St.

Thunder Bay Food Bank 626-9231
129 Miles St. E. ** Bring ID

Furniture, Household and Clothing Bargains

Barbie's Bargain & Variety 623-2175
415 Victoria Ave. E.

Big Ed's Furniture and Consignment House 344-3777 or 344-3898
60 Algoma St. S.

Cash Converters 344-7355
6-701 Memorial Ave. (behind Power Centre)

Catholic Action – St. Vincent De Paul Store 622-6139
129 Miles St. E.

Ed's Pawn Shop 344-3341
244 Bay St.

Salvation Army 767-7768
870 Red River Rd. 343-0411
915 Memorial Ave. 626-9023
Threads in Time
426 Victoria Ave. E.

Value Village 345-3232
915 Memorial Ave.

Health and Addiction Services

Beendigen Inc. Crisis Line 1-888-200-9997
Fort William First Nation 346-4357
100 Anemki Dr., Suite 103 622-1121

Women's Walk-In Counselling 344-9579
112 Ontario St.
<http://www.beendigen.com>

Dilico – Adult Drug & Alcohol Treatment Centre 623-7963
Child and Family Services (Main Office) 623-8511
24hr non-emergency help 1-800-465-3985
www.dilico.com

Ka-na-chi-hih Specialized Solvent Abuse 1-888-863-1560
Treatment Centre 623-5577
102-100 Anemki Dr.
<http://www.kanachihih.ca/>

Nor West Community Health Centre 622-8235
525 Simpson St.
www.norwestchc.org

Nurse Practitioner (TBDHU) 625-8844
999 Balmoral St.
www.tbdhu.com

Nurses' Registry Thunder Bay 623-7451
1001 Ridgeway St. E.
24hr service

Ontario Doctor Directory

www.ontariodoctordirectory.ca/Thunder-Bay

TeleHealth Ontario**1-866-797-0000**

24hr service

<http://www.health.gov.on.ca/en/public/programs/telehealth/>

Thunder Bay District Health Unit**1-888-294-6630**

999 Balmoral St.

625-5900

www.tbdhu.com

Thunder Bay Indian Friendship Centre**345-5840**

401 N. Cumberland St.

[www.ofifc.org/centres/Thunder Bay Indian Friendship Centre.php](http://www.ofifc.org/centres/Thunder_Bay_Indian_Friendship_Centre.php)

Thunder Bay Regional Health Sciences Centre**684-6000**

980 Oliver Rd.

www.tbrhsc.net

Mental Health & Counselling

Canadian Mental Health Association**345-5564**

200 Van Norman St.

www.cmha-tb.on.ca

Catholic Family Development Centre**345-7323**

380 Dufferin St.

<http://www.catholicfamilycentre.ca>

Ishaawin Family Resources**622-5790**

132 May St. S.

Outreach and counselling to First Nations families

www.ishaawin.ca

Mental Health and Addiction Services**1-866-346-0463**

Sister Margaret Smith Centre

684-5100

301 Lillie St. N.

www.mha.sjcg.net

Thunder Bay Counselling Centre**684-1880**

544 Winnipeg Ave.

www.tbaycounselling.com

Dentists

ABA Dental Clinic**626-8001**

1092 Memorial Ave.

Dental Clinical Services (TBDHU) 999 Balmoral St.	625-5984
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Dental Referral Service Nurses' Registry Thunder Bay	623-7451
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Dr. Peter O. Jacobson 400 Balmoral St.	622-0486
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Medical Centres

Balmoral Withdrawal Management Services	Detoxification Centre	623-6515
Behavioural Science Centre	Mental Health, Suicide	623-7677
St. Joseph's		624-3400
St. Joseph's Hospital	Chronic Care	343-2431
St. Joseph's Heritage	Senior Support	768-4400
Lakehead Psychiatric Hospital		343-4300
Thunder Bay Regional Health Sciences Centre	Hospital	684-6000

Medical Walk-In Clinics

Academy Clinic 554 Beverly St.	345-2121 or 344-1662
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Anishnawbe Mushkiki Clinic ** must be a patient; call first for availability 29 Royston Crt.	343-4819
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Dilico Family Care Walk-In Clinic Dilico Main Office – 200 Anemki Pl. Wed. 5:00 pm to 8:00 pm	626-5200
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Nor West Community Health Centre 525 Simpson St. Mon. to Thurs. 4:30 pm to 8:00 pm Fri. 1:00 pm to 4:00 pm	622-8235
--	-----------------

Northwest Walk-In Medical Clinic ** urgent care 300-A Brentwood Mall - 595 Arthur St. W. Monday to Fri. 4:00 pm to 8:00 pm Sat. and Sun. 12:00 pm to 5:00 pm	623-7101
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Port Arthur Health Centre Walk-In Clinic **must be a patient 194 Court St. N.	346-1000
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Red River Walk-In Medical Clinic 984 Oliver Rd Mon. to Thurs. 12:00 pm to 8:00 pm	None
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Fri. 12:00 pm to 4:00 pm

Sat. 10:00 am to 1:00 pm

The Red River address is currently CLOSED for renovations. They have moved to the same building as the Regional Medical Walk-in Clinic, but they are NOT in the same office

Regional Medical Walk-In Clinic ** call first for availability

768-1333

103B-984 Oliver Rd.

Mon, Tues, Thurs, Fri. 1:00 pm to 4:00 pm

Ridgeway Walk-In Medical Clinic ** must be a patient

622-0601

1001 Ridgeway St. E.

Mon. to Thurs. 9:30 am to 4:15 pm

Optometrist

Dr. Brad Wakegijig

622-7500

905 Victoria Ave. E.

Housing

Centre for Equality Rights

345-5564 or 344-8852

in Accommodations **online housing clinic services

215 Van Norman St. (Canadian Mental Health Association)

<http://www.equalityrights.org/cera/>

Home Sweet Home Rental Registry Inc.

345-2108

47 Cumberland St. N.

www.homesweethomerentals.ca

Matawa Non-Profit Housing Corporation

344-4575

233 Court St. S.

1-800-463-2249

www.matawa.on.ca

Métis Nation of Ontario - Housing Branch

624-5024 or 626-9300

226 May St. S.

1-800-891-5882

<http://www.metisnation.org/programs/housing.aspx>

**Native People of Thunder Bay
Development Corporation**

343-9401

230 Van Norman St.

www.nptbdc.org

On-Campus Residence

343-8097

<http://residence.lakeheadu.ca>

Ontario Rental Housing Tribunal

1-888-332-3234

<http://www.ltb.gov.on.ca/>

Off-Campus Living Accommodations http://offcampus.lakeheadu.ca	343-8024
Thunder Bay Chronicle Journal http://www.chroniclejournal.com/classifieds/daily-ads/	343-6222
Thunder Bay District Housing Corporation 114 May Street. S.	623-4600
Thunder Bay District Social Services Administration Board - Housing Services Division 34 Cumberland St. N., 5 th Floor http://www.tbdssab.on.ca/Housing.htm	1-866-363-0929 766-2112
Thunder Bay News Watch http://www.tbnewswatch.com/classifieds/default.aspx	346-2600

Legal Services

Kinna-Aweya Legal Clinic 86 Cumberland St. S. www.kalc.ca	1-888-373-3309 344-2478
Legal Aid Ontario – Northwest District Office 209 Van Norman St. www.legalaid.on.ca	1-866-297-5559 345-1972
Nishnawbe-Aski Legal Services Corporation 86 Cumberland St. S. http://www.nanlegal.on.ca/article/welcome-1.asp	1-800-465-5581 622-1413

Other Listings of Aboriginal Organizations

Matawa First Nations Management 233 Court St. S. http://www.matawa.on.ca/	1-800-463-2249 344-4575
Métis Nation of Ontario <i>Refer to phone book or website for phone numbers for various departments and programs.</i> 226 May St. S. http://www.metisnation.org/home.aspx	
Nishnawbe Aski Nation 710 Victoria Ave. E. www.nan.on.ca	1-800-465-9952 623-8228

Ontario Native Women's Association

380 Ray Blvd.
<http://www.onwa-tbay.ca/>

1-800-667-0816**623-3442**

Recreation Departments

Canada Games Complex

420 Winnipeg Ave.

Swimming pool and fitness activities for children and adults

[http://www.thunderbay.ca/Living/recreation_and_parks/Facilities/Canada Games Complex .htm](http://www.thunderbay.ca/Living/recreation_and_parks/Facilities/Canada_Games_Complex.htm)

684-3311**Registration Hotline 625-8463****City of Thunder Bay****Recreation & Culture Division**

111 Syndicate Ave. S.

www.thunderbay.ca

625-2351**625-2954****Neighbourhood Recreation Program**

Free, inclusive drop-in recreation for children and youth

[http://www.thunderbay.ca/Living/Children and Youth/Neighbourhood Recreation Program.htm](http://www.thunderbay.ca/Living/Children_and_Youth/Neighbourhood_Recreation_Program.htm)

625-2350

Schools & School Boards

Dennis Franklin Cromarty High School

315 Edward St. N.

Operated by the Northern Nishnawbe Education Council

<http://www.nnec.on.ca/dfchs>

1-800-265-1243**623-8914****Lakehead Public School Board**

2135 Sills St.

<http://www.lakeheadschoools.ca>

625-5100**Thunder Bay Catholic District School Board**

459 Victoria Ave. W.

<http://www.tbcdsb.on.ca>

625-1555

Support Centres

Al-Anon Alateen Family Groups

622-1906

Alcoholics Anonymous – 516 Victoria Ave. E.

623-1712

Birthright

1-800-550-4900/345-3200

Canadian Cancer Society

344-5433

Canadian Diabetes Association

577-4232

Canadian Hearing Society

623-1646

Canadian National Institute for the Blind

345-3341

Handicapped Action Group Inc.

345-5121

Lesbian Gay Bi Trans Youth Line

1-800-268-9688

Sexual Health Clinic (TBDHU)

625-5900

Thunder Bay Counselling Centre

684-1880

PLANNING ON MOVING TO THUNDER BAY?

Arrive early to find suitable housing, which can be very difficult, otherwise you may end up having to stay in a hotel or a shelter.

Shelters

Beendigen Inc.

Provides safe, emergency shelter and support for women and their children who are seeking refuge from family violence.
<http://www.beendigen.com/>

1-888-200-9997
Crisis Line 346-4357

Faye Peterson Transition House

24hr, 7 days a week services.
Shelter and support for women and their children who have experienced abuse.
www.fayepeterson.org

1-800-465-6971
345-0450

Salvation Army

24hr emergency shelter for those without residence in Thunder Bay.
545 Cumberland St. N.

345-7319

Shelter House Thunder Bay

24hr emergency shelter for those aged sixteen years and over. There are no children allowed.
420 George St.
<http://www.shelterhouse.on.ca/article/with-your-help--we-can-make-a-little-bit-of-caring-go-a-long-way-1.asp>

623-8182

Utilities

Hydro One

Rural areas of Thunder Bay.
You need to provide a proper mailing address of rental.
<http://www.hydroone.com/Pages/Default.aspx>

1-888-664-9376
474-2800

Reliance Home Comfort

Hot water tank for rental units.
<http://www.reliancehomecomfort.com/Pages/default.aspx>

1-866-Reliance (735-4262)
475-3681

Shaw Cable

Located at Intercity Mall.
TV cable, internet and/or phone services; student packages are available.
<http://www.shaw.ca/>

767-4422

TBaytel

Phone and internet.
<http://www.tbaytel.net/>

623-4400
1-800-264-9501

Thunder Bay Hydro**343-1111**

34 North Cumberland St.

If you have never had their services, you will have to pay a deposit (prices vary). To have the deposit waived, you can: 1) Get a credit reference from another utility company; 2) Have a minimum credit score of 700; or 3) Be receiving financial assistance, such as Ontario Works or ODSP

<http://www.tbhydro.on.ca/> ; To get a credit report, visit www.equifax.ca.

Union Gas**1-888-774-3111 or 345-1735**

If you have never had their services, you will have to pay a deposit of \$250. If you have had an account with Union Gas within the last 6 months for a year and have good credit, or you have a minimum credit score of 700, you may not have to pay the deposit.

<http://www.uniongas.com/>; To get a credit report, visit www.equifax.ca.

Winter Warmth Program**624-1720**

Provides grants to low-income residents who have Union Gas accounts in arrears, are faced with the threat of disconnection, or are unable to make upcoming payments due to special circumstances.

Transportation

City Bus**684-3744**

www.thunderbay.ca/transit

- Exact Cash Fare = \$2.50
- 10-Ride Pass: \$20 – can be purchased at LUSU
- 20-Ride Pass: \$35 – can be purchased at LUSU
- Monthly Pass (Adult): \$69.50 – can be purchased at LUSU
- Monthly Discount Pass: \$59.50 – can be purchased at LUSU
- U-Pass Lakehead University - included in tuition costs – see LUSU
Part-time students can purchase a U-Pass from LUSU for \$75
- There are four buses that serve Lakehead University with access to other city buses:
 - #2 Crosstown-Water St. Terminal
 - #2 Crosstown-City Hall (terminal)-Westfort
 - #9 Junot-Water St. Terminal
 - #9 Junot-Intercity

For travel tips and safety, visit

http://www.thunderbay.ca/Living/Getting_Around/Transit/Travel_Tips_and_Safety.htm

Student Transportation Services of Thunder Bay**625-1660**

(Lakehead Public Schools and Thunder Bay Catholic District School Board)

www.ststb.ca

When planning where your children will be attending school, it's important to check the School Board Transportation Zone to see if they will be eligible to ride the school bus.

When you change your address...

- Inform Child Tax Benefits - payment may stop
- Inform Revenue Canada
- Renew your Driver's License within 6 days of moving or incur a \$110 fine if found with an invalid licence
- Renew your Health Card

LAKEHEAD UNIVERSITY

Aboriginal Programs, Services, and Resources

Aboriginal Cultural & Support Services (ACSS)

Location: Regional Centre – 0002

Phone: (807) 343-8085 (Thunder Bay)

Phone: (705) 330-4008 Ext. 8085 (Orillia)

Email: acss@lakeheadu.ca

Website: <http://aboriginalservices.lakeheadu.ca>

ACSS has been a part of Lakehead University since 1987. At both the Orillia and Thunder Bay campuses, ACSS provides a culturally supportive environment to all Aboriginal students including Status, Non-Status, Inuit, and Métis. ACSS helps Aboriginal students to achieve success in their academic goals through a variety of support services. Every year we adapt our support services to provide academic, individual, and cultural services that are based on students' needs. These services include administrative, personal, transitional supports, and orientation. ACSS offers a continual welcome to all students, staff, and faculty who wish to learn more about Aboriginal culture, traditions, and teachings.

The Thunder Bay campus has an Aboriginal Student Lounge, which is a hub for student activities throughout the year; it provides academic tutoring, postsecondary counsellors' visits, study sessions, and much more. The lounge offers an open and comfortable environment where students can access a study area, kitchenette, and computer lab. In addition, we have a cultural room for individual or group sessions with our Elders-in-Residence Program. The lounge is a home away from home for Aboriginal students who are pursuing their dream of postsecondary education.

The Importance of Self-Declaring Your Aboriginal Status

Lakehead University is dedicated to recruiting, retaining, and graduating Aboriginal learners. If you are First Nation, Non-Status, Métis, or Inuit, there are many support services that can help enhance your success as a student and make your life on campus a positive experience. You can access these support services by voluntarily declaring your Aboriginal status as follows:

- When you first apply to the Ontario Universities' Application Centre (OUAC), it is important that you declare your Aboriginal status

- Once you are accepted to Lakehead University and have registered for classes online, complete the Voluntary Canadian Aboriginal Self-Declaration
- Join the *Aboriginal Cultural and Support Services (ACSS)* email list to get connected to Lakehead University and the Aboriginal communities; by doing so, you will:
 - Be alerted to events, academic workshops, scholarships and awards, Elder visits, powwows, community gatherings, and recreational and cultural activities
 - Benefit from enhanced academic programming

Aboriginal Management Council (AMC)

Location: University Centre - 1002

Phone: 766-7219

Fax: 343-8679

Website: <http://amc.lakeheadu.ca/>

The Office of Aboriginal Initiatives (AI)

Location: University Centre - 1002

Phone: 766-7219

Fax: 343-8679

Website: <http://aboriginalinitiatives.lakeheadu.ca>

Canada Research Chair (CRC) Indigenous Education

Location: Bora Laskin - 2021

Phone: 343-8050

Fax: 346-7706

Website: www.ourelderstories.com

Honours Bachelor of Education (Aboriginal) P/J

Location: Bora Laskin - 1021

Phone: 766-7196

Fax: 346-7706

Website: <http://education.lakeheadu.ca/?display=page&pageid=243>

Native Language Instructors' Program (NLIP)

Location: Bora Laskin – 1019A or 1019B

Phone: 343-8542 or 343-8003

Fax: 346-7706

Website: <http://education.lakeheadu.ca/?display=page&pageid=174>

Native Teacher Education Program (NTEP)

Location: Bora Laskin - 1017

Phone: 343-8020

Fax: 346-7706 or 766-7196

Website: <http://education.lakeheadu.ca/?display=page&pageid=217>

Harold Linklater's Kinoomaagegamig Lounge

Location: Bora Laskin – 1019

Phone: 346-7915 or 343-8020

Website: <http://education.lakeheadu.ca/?display=page&pageid=172>

Indigenous Learning (IL)

Location: Ryan Building - 2012

Phone: 343-8187

Fax: 343-8821

Website: <http://indigenouslearning.lakeheadu.ca>

Native Nurses Entry Program (NNEP)

Location: 955 Oliver Rd, Braun Bldg. 1045

Phone: 343-8446 or 343-8768

Fax: 346-7824

Website: <http://nativenursing.lakeheadu.ca/index.php>

Native Access Program (NAP)

Location: Ryan Building - 2048 and Ryan Building - 2025

Phone: 346-7709

Fax: 346-7757

Website: <http://aboriginalinitiatives.lakeheadu.ca/?display=page&pageid=49>

Northern Ontario School of Medicine (NOSM)

Location: Lakehead University Campus (West Campus)

Phone: 766-7300

Fax: 766-7370

Website: www.normed.ca

Lakehead University Student Union Services

Lakehead University Student Union (LUSU)

Location: Student Centre - 0001

Phone: 343-8259

Fax: 343-8598

Website: www.lusu.ca

The Lakehead University Student Union fee automatically entitles students to membership in the Lakehead University Student Union.

The International Student Identity Card (ISIC)

The ISIC is the internationally recognized proof of full-time student status and is a student discount card. You can fill out an application form at the LUSU Office. A \$2.00 fee applies.

Free Local Calls (at the LUSU Office during office hours)

Fax Service / LUSU Fax #: 807-343-8598

Students can use the fax machine for sending and receiving faxes during regular office hours. There is no fee for a student to send a resume or job application to a LOCAL fax number. **Fees:** LOCAL: 50 cents per minute / LONG DISTANCE (Canada or U.S.): \$1.00 per minute. (Overseas rate will vary). Please make sure the fax being received is sent to the attention of the student (first and last name) picking it up.

Room Bookings

LUSU Clubs can book space, rooms, video, and audio equipment through the LUSU office. Please contact LUSU for more details.

Graphic Design Service

LUSU's Communication Department offers a graphic design service to all LUSU clubs. Please contact LUSU for more details.

LUSU Ride Board

Are you looking for some company on that long drive home for the holidays or do you need a ride somewhere out of town and are willing to share gas costs? Check out the LUSU Ride Board located in the tunnel beside the LUSU Office.

Poster Approval

LUSU must approve the content of ALL posters being placed on the LUSU boards. Posters that have not been approved and stamped by LUSU will be removed immediately. Please visit the LUSU Office for more details.

Academic Appeals & Grievances

If you feel you have been unfairly marked or that a professor has mistreated you, LUSU can help. Our Vice President Student Issues can provide you with all possible options available to you as a Lakehead University student. To contact the VPSI email vspi@lusu.ca or stop by the office.

Graduation Photos

You will receive a LUSU e-mail once the signup sheets are available in the LUSU Office.

Universal Bus Pass (A.K.A. the U-Pass)

Full-time students in an undergraduate program will have to pay \$75, which is included in annual tuition costs. It is the student's responsibility to ensure this fee is paid on their account. The U-Pass sticker can be picked up at the LUSU Office during regular business hours by presenting your student card. This U-Pass can be used from September to April. A fee of \$10 will be charged for replacement stickers. Part-time and graduate students can also purchase the U-Pass for a fee of \$75 per academic year.

LUSU Clubs

Do you have a hobby, idea, or common interest you think is shared by other students? Why not join a club or start a club? For more information on how to start or join a club, visit www.lusu.ca or e-mail vpfinance@lusu.ca.

CILU 102.7 FM (LU RADIO)

If you would like to apply for a radio show, please contact info@luradio.ca or simply drop by the LUSU office. For more information, visit www.luradio.ca or call 343-8881.

Argus

The Argus is a student-funded newspaper, produced and distributed weekly, exclusively for the students of Lakehead University. For more information, visit <http://www.theargus.ca/> or call 343-7251.

Aboriginal Awareness Centre (AAC)

Location: Student Centre - 0019

Phone: 343-8814

Website: <http://aac.lusu.ca>

The AAC was designed to assist the learning opportunities for all students, staff, faculty, and other members of the university community about Aboriginal historical and current events, social problems, and contributions made by Aboriginal Peoples. The AAC offers teachings and workshops on a variety of topics including traditional healing, the Four Sacred Medicines, sacred items, and feasts and giveaways, clans, and protocol to approach a Healer, Elder, or Medicine Person. Additional information can be obtained by visiting the AAC website or office location.

Gender Issues Centre (GIC)

Location: Student Centre- 0020

Phone: 343-8879

Website: <http://gic.lusu.ca>

The GIC initiates and supports positive action in relation to issues and concerns which surround gender, socio-economic status, ethnicity, religion, culture, family life, sexual identity and differences in physical or mental ability. Services are used by students to encourage communication, action, awareness, self-reflection, and compassion.

Lakehead University Native Student Association (LUNSA)

Location: University Centre - 2019A

Phone: 343-8542

E-mail: lunsa@lakeheadu.ca

The mission of LUNSA is to promote the spirit of unity among Aboriginal students at Lakehead University through social, cultural, and recreational activities. LUNSA also promotes cultural awareness between LUSU, associated student clubs, and the broader student population, and assists in peer support and networking among Aboriginal students. All students are encouraged to become active members by engaging in LUNSA activities and meetings throughout the school year.

Multicultural Centre (MCC)

Location: University Centre - 2014A

Phone: 346-7959

Website: <http://mcc.lusu.ca>

The LUSU Multicultural Centre seeks to increase public awareness about multiculturalism and strives to become a unique place on campus by promoting peace and friendship among all cultures. This centre serves as a resource and referral centre, and hosts many fun events throughout the year.

Ombuds Office

Location: University Centre - 2060

Phone: 343-8061

E-mail: ombuds@lakeheadu.ca

The Ombudsperson is an impartial, independent, and confidential support service that ensures students and members of the University Community receive fair and equitable treatment. The Ombudsperson deals with a variety of issues and complaints, and provides information regarding both academic and non-academic concerns.

Pride Central

Location: University Centre – 0017B

Phone: 343-8813

Website: <http://pride.lusu.ca>

Pride Central is a safe and positive space designed to serve the Lesbian, Gay, Bisexual, Transsexual, and Transgendered community at Lakehead University, as well as its allies. The Centre offers personal and community growth through advocacy, coalition, and education. Pride Central has a variety of resources such as books, magazines, and movies dealing primarily with sexual diversity and queer issues. The Centre also has TV, DVD, laptop connections, internet access, and a telephone for local calls.

Food Bank

Location: University Centre – 0019C

Phone: 343-8259

Hours: Mon.-Fri. 9:00am-4:00pm

The LUSU Food Bank was created and designed for students who find it difficult to afford food. Every student at Lakehead have access to the Food Bank once a month. The Food Bank is always looking for volunteers to help with operations and donations. The Food Bank can be accessed Monday through Friday. Just visit the LUSU office for assistance.

Lakehead University - Other Services

Student Affairs

The Department of Student Affairs is committed to providing a student-centred learning environment. Student Affairs divisions are a core support network for students throughout their university career.

Location: University Centre

Phone: 343-8522

Website: <http://studentaffairs.lakeheadu.ca>

Student Success Centre

The Student Success Centre is a new initiative at Lakehead University, combining a variety of services into a one-stop Centre, promoting student success. The Student Success Centre (SSC, for short) is available to assist students in their journey while at Lakehead. The Student Success Centre offers a number of services and supports that will help students thrive at Lakehead and beyond. Staff members in the SSC promote all aspects of student excellence and persistence to graduation.

The Student Success Centre offers the following programs and services: academic advising, career advising, information about co-op programs, tutoring services, academic support, job preparation, leadership development, orientation and first year experience programming.

Participating in Orientation is the first step in a smooth transition to University life. Orientation week is an informative and action-packed time prior to the start of classes, designed to prepare new students for life at Lakehead and build their social networks. But it doesn't stop there! The SSC offers ongoing orientation throughout the year, campus and personalized tours, online resources, and a comprehensive handbook, *Navigating Your Way: A Guide for New Students & Their Families*, available online and in print.

We look forward to helping students in their journey at Lakehead University!

Location: Student Centre - 0008

Phone: 343-8018/343-8264

Fax: 343-8918

E-mail: ssc@lakeheadu.ca (orientation@lakeheadu.ca for orientation-related inquiries)

Website: <http://ssc.lakeheadu.ca>

Admissions and Recruitment

A division of Student Affairs that:

- Informs prospective students about Lakehead University's courses and programs, prerequisites, and eligibility for admission
- Processes all applications for admission to undergraduate programs
- Processes change of programs

Location: 1294 Balmoral Building

Phone: 343-8500

Website: <http://admissions.lakeheadu.ca>

Lakehead University International (LUI)

Lakehead University International has partnered with over 30 institutions around the world so you, as a Lakehead University student, can gain credits towards your Lakehead degree while studying abroad.

Location: 1294 Balmoral Building - Suite 1003

Phone: 343-8068

Website: <http://international.lakeheadu.ca>

Chaplaincy Services

As the University Chaplain, Sister Alice Greer is available to serve the whole University Community, regardless of religious denomination.

The main counselling topics Sister Alice attends are:

- Personal: Relationships and Family
- Spiritual: Vocational, Sacraments, Personal, Church Information
- Grief: Personal, Family, Surgery, Change
- Addictions: Alcohol, Drugs, Gambling/Spending

Location: University Centre - 2062

Phone 343-8002

Email: agreer@lakeheadu.ca

Continuing Education and Distributed Learning (CEDL)

Continuing Education & Distributed Learning (CEDL) offers an extensive selection of flexible, year-round programming 'at a distance' through distributed learning. Each year over 100 degree courses are offered through CEDL, through online, media streaming, videoconferencing, and print-based (with audio conferencing) formats. Full degree and certificate programs are also offered entirely through online learning. Please visit the website or contact us for additional information.

Location: ATAC - 5031

Phone: 346-7730

Website: <http://cedl.lakeheadu.ca>

Student Accessibility Services

Student Accessibility Services coordinates academic accommodations for students with disabilities. Medical and/or psychological documentation is required.

Location: Student Centre - 0003

Phone: 343-8047

Website: <http://learningassistance.lakeheadu.ca>

Student Awards and Financial Aid

Student Awards and Financial Aid is responsible for the administration of all forms of financial assistance for undergraduate students registered at Lakehead University. Information is also available on other forms of financial assistance such as the Ontario Student Assistance Program (OSAP), the Ontario Work Study Program (OWSP), the Ontario Special Bursary Program, the Child Care Bursary and the Bursaries for Students with Disabilities. Students who may be experiencing financial difficulties or have concerns regarding their financial situation are encouraged to speak to one of Lakehead's financial aid officers.

Location: University Centre – 2024

Phone: 343-8206

E-mail: finaid@lakeheadu.ca

Website: <http://www.financialaid.lakeheadu.ca>

Student Health and Counselling Centre

The Student Health and Counselling Centre offers a variety of services to students to address their medical, emotional, and mental health needs while attending Lakehead University. Daily appointments with physicians and counsellors are available from September to April. Appointments are reduced from May to August. Current student ID and provincial health insurance is required.

Location: University Centre – 1007

Phone: 343-8361 (available from 8:30am-4:15pm)

Office Hours: 8:45am-4:15pm

Website: <http://www.healthservices.lakeheadu.ca>

Office of the Registrar

The Office of the Registrar is responsible for the integrity of student records. It provides services to the University community by producing calendars, scheduling classes and exams, assisting students in the interpretation of regulations, maintaining the database of student registration and student records which includes gathering and reporting final grades and academic decisions. It also produces official transcripts and degrees.

Location: University Centre - 1004

Phone: 343-8675

E-mail: records@lakeheadu.ca

Website: <http://registrar.lakeheadu.ca>

Security Services

Safe Walk: This service is available 24hrs a day, 7 days a week, and 365 days a year. Call Security and an officer will be dispatched to your location and escort you to anywhere on campus.

Parking: To purchase a parking permit, please visit:

<https://secure.parkadmin.ca/lakeheadu/users/>. Log in if you have an existing profile or go through the steps to complete your profile and obtain a user name and password in order to purchase a parking permit or locker, pay or appeal parking fines, or register or change vehicle information.

Location: University Centre – 1016

Phone: 343-8569

Website: <http://security.lakeheadu.ca>

Athletics/Fitness Facilities

Lakehead University students enjoy extensive fitness facilities at the C.J. Sanders Fieldhouse and the Hangar. These facilities include the main gym, weight room, squash court, 50m pool, change room facilities, 200m indoor track, indoor soccer field, cardio and aerobic areas, and a climbing wall. Facilities are available for use to all full-time and part-time students at no charge.

Location: CJ Sanders Fieldhouse – Main Reception

Phone: 343-8585 or 343-8213

Campus Recreation: 343-8808

Website: www.thunderwolves.ca

Aramark Food Services

With eight locations on campus, Aramark is committed to providing quality food, service, and value in order to meet the changing needs of students. Students can purchase meal plans to use throughout the year. Credit cards and Interac are available at select locations, and students may also add money to their student card by visiting the Aramark office.

Location: University Centre – 1027C

Phone: 343-8142

Website: <http://www.campusdish.com/en-US/CA/Lakehead/>

UNIVERSITY LIBRARY SERVICES

The Lakehead University Library system consists of the Chancellor Paterson Library (located next to the Regional Centre) and the Education Library (located on the first floor of the Bora Laskin building). The Library's website provides a single access point for finding books, journal articles, e-books, government documents, statistical data and more.

There are computers, printers, and photocopiers to use within these libraries.

Your Student ID card is your library borrowing card and copy card for the photocopiers. Student cards may be obtained at the Circulation Desk in the Chancellor Paterson Library.

Both libraries have knowledgeable staff who can assist with information about patron records, loans, requests, and reserves. The Research Help Desk in the newly renovated Learning Commons in the Paterson Library provides a variety of reference and information services by assisting students who need help finding journal articles, books, etc., whether in print or online. There is also IT staff to help with computer/printing/wireless questions. In the Education Library, staff are available at the Circulation Desk to help with any questions.

Important: Tours/workshops are held in September. Visit the library or the website <http://library.lakeheadu.ca/?pg=877> to learn about upcoming tours/workshops

TECHNOLOGY SERVICES CENTRE (TSC)

The Technology Services Centre (TSC) combines the skills, knowledge and equipment to provide Academic and Administrative Computing, Information Services, Voice and Data Communications and Computing Services in the areas of learning and research, in order to assist the University in fulfilling its Academic mission, and to the Administration, to enhance the effectiveness of the institution.

The Technology Services Centre is located in the Advanced Technology & Academic Centre (ATAC), the Braun Building and the Library. TSC units include: Computer Operations, the Helpdesk, Software Support, Systems Management, Converged Networks, Systems Support, and a Training and Resource Centre.

Computer Labs and Systems

The ATAC provides the University with state of the art facilities for learning and technological training. All ATAC classrooms are wired to integrate computer, multimedia, and network technologies, as well as links to the distance education facilities. Lakehead University has a Virtual Reality Suite in the ATAC building supported by a High Performance Computing Cluster (HPCC) installed on campus. The Virtual Reality system has applications in Geographic Information Systems (GIS), Medicine, Engineering and Computer Science.

Students currently enrolled in courses at Lakehead University are provided accounts to access computers, email, printing services etc. across the University. Laser printing (both black and white, and colour) and plotting is offered through an account debit system.

Helpdesk Support Services

For assistance, the Helpdesk is on the second floor of the ATAC building, and on the main floor of the Library. Students can call the Helpdesk at 346-7777 or send electronic mail to [http://helpdesk@lakeheadu.ca](mailto:helpdesk@lakeheadu.ca).

Internet Café

Internet café computers are available at no charge in many public areas on campus. These systems are set up for e-mail access and Internet browsing.

Location: ATAC - second floor
 Phone: 343-7777
 E-mail: helpdesk@lakeheadu.ca
 Website: <http://helpdesk.lakeheadu.ca>

Lakehead University Computer Lab Locations

See map at back for building locations

Room Location	Number of Computers	Operating System	Type of Computer
CB1004	18	Windows XP Pro / SP2	Touch Systems with DVD Players
BL2001	28	MAC OS X Leopard 10.5.8	20" iMac iTanium
AT3001	58	Windows XP Pro / SP3	Dell Optiplex 330
AT3002	58	Windows XP Pro / SP3	Dell Optiplex 330
AT3003	29	Windows XP Pro / SP3	Dell Optiplex 330
AT3010-GIS	20	Windows XP Pro / SP3	Touch Systems – Dual Monitors
AT3009-GIS	25	Windows XP Pro / SP3	Dell Optiplex 330 – Dual Monitors

Please note that classes are scheduled in these rooms, and you may not have access to the computers during these times.

STUDENT RESPONSIBILITIES

As a student it is important to be aware of your rights and responsibilities within the University.

University Code of Student Behaviour and Disciplinary Procedures

The traditional privileges of a university are freedom of inquiry and freedom of expression. These freedoms can be maintained if all students accept the obligation for a standard of responsible social behaviour that does not discredit the University and/or harm any persons and property. Students are expected to respect the University regulations, the personal liberty of others, and the laws applicable to Thunder Bay. Students are subject, at all times, to the University Code of Student Behaviour and Disciplinary Procedures. Information about the Code is available on Lakehead University's Policy website at <http://policies.lakeheadu.ca>

General Conduct

There are a number of requirements for student conduct. You are therefore requested to take the time to ensure you are aware of your instructors' wishes in this regard. Please read course syllabus/outlines carefully as these indicate the standards students are expected to meet.

Regular, reliable attendance is expected for all scheduled classes. Students are therefore advised to make every effort to attend lecture sessions and to participate actively in discussions. [Classes usually are an hour and a half to three hours long]. Arriving late, talking to one another while the instructor is lecturing, and wandering in and out of the classroom is disruptive behaviour. Students are requested to show consideration to their fellow students and to the instructor. If it is necessary to leave class early, please let your professor know in advance.

FEES

Registration is not complete until tuition and activity fees are paid. It is the policy of Lakehead University that payments for tuition, activity fees, and other charges as outlined in the Schedule of Academic Fees, is received according to the Fee Payment Options. In addition, a student with amounts owing to the University will not be permitted to register in future sessions or to receive a transcript or record of academic progress.

Unpaid Fees - Unconfirmed Registration

The University reserves the right to cancel a student's registration if the required fees are not paid according to the payment deadline dates. All charges and outstanding fees accrued to the date of cancellation will remain due and payable on the student's account as defined in the Refund Schedule in the Lakehead University Calendar.

Delinquent Accounts

Students with an unpaid balance from a previous term(s) will not be permitted to register in a subsequent term until their accounts have been fully paid. Students will not have access to final grades including official transcripts and/or degree/diploma certificates. The University uses the services of outside collection agencies and reserves the right to use any legal means to reclaim monies owing.

SPONSORED STUDENTS

It is the student's responsibility to ensure their sponsor/agency has submitted a Letter of Authorization to Invoice, for the payment of their tuition, compulsory activity fees, residence, and other related fees by **August 15, 2012**. Letters can be faxed to Accounts Receivable Office at Fax (807) 343-8947. A \$78 late payment fee will be charged to the student's account after this date. Students who have not arranged for payment of their account by **September 21, 2012** will be subject to having their registration cancelled. If you do not pay the tuition in one full payment you will have to pay an \$82 instalment fee.

Statements are not mailed on a regular basis; therefore, students should view the status of their account on myInfo at www.lakeheadu.ca (select myAccount under Financial Profile).

A Letter of Authorization should be submitted on sponsorship letterhead, and include the student's name, student number, program, the cost of tuition, and what costs the sponsor is covering. If the funding agency is covering the costs of books and supplies, a Letter of Authorization to Invoice for the payment of books and or supplies should be faxed to the Lakehead Bookstore at (807) 343-8158 **before August 15, 2012**. Please indicate in the letter the student name, student number, amount and type of merchandise they are allowed to purchase (text book, supplies).

Please view the 2012/2013 Lakehead University Calendar at <http://mycoursecalendar.lakeheadu.ca> for exact deadlines.

LUSU Health and Dental Plan

****Attention Sponsored Students and First Nation Funding Agencies****

ALL FULL-TIME UNDERGRADUATE STUDENTS ENROLLED IN 4.0 CREDITS OR GREATER FOR FALL/WINTER TERM ARE ENROLLED IN THE LUSU HEALTH AND DENTAL INSURANCE. PLEASE CHECK YOUR LU STATEMENT OF ACCOUNTS TO CONFIRM IF YOU HAVE BEEN CHARGED THIS FEE.

LUSU health and dental insurance may be co-ordinated with your existing benefit plan to maximize your coverage. If you have comparable coverage and wish to decline this plan you may do so by opting out of the plan. This may be done by accessing the LUSU website at www.lusu.ca between **August 30, 2012** to **September 25, 2012**.

To complete the **on line opt-out** you will need to provide your student number, your policy number and the name of the provider. If you have a **status card**, you will need to provide your **sponsor/agency name and status ID number**.

Once you have completed the on line opt-out you will be flagged if the information provided is incomplete. If information entered is correct your confirmation will appear. Should you use the plan and then complete the opt-out process you will be declined.

Please check with your funding agency to confirm if they will cover the additional insurance. If your funding agency does not cover the cost of additional insurance and you do not opt-out it is your responsibility to pay the fee at the LU Accounts Office. When you opt-out the refund is made to you as the holder of the account. If your funding agency does not cover the insurance and you successfully opt-out the amount charged for the health and dental remains on your LU Account as unpaid. It is your responsibility to pay the fee at the LU Accounts Office.

**The deadline to opt-out is September 25, 2012.
There no extensions or exceptions to this date.**

For more information please contact LUSU Services Officer:

Location: Student Centre - 0001

Phone: 343-8259

Email: yvonne.roussel@lusu.ca

Website: www.lusu.ca

OSAP/PROVINCIAL/TERRITORIAL/FEDERAL ASSISTANCE

Students should apply for OSAP as early as possible so they know what, if any, amount of assistance they will be receiving. Students can apply for OSAP online at <http://osap.gov.on.ca> - it's easy and there is no fee. Students who wish to complete a booklet application can print the application from the OSAP website. There is a paper application available online if students prefer as well.

Notification of OSAP funding will be sent by the Ministry of Training, Colleges and Universities. You will receive a Notice of Assessment Form that will indicate the amount of the student's entitlement to loan/grant funding. If a Processing Status Notice is sent, additional information is needed to complete the application process. Send any information requested to the Student Awards and Financial Aid at Lakehead University, not to the Student Support Branch of the Ministry of Training, Colleges and Universities.

Please read all correspondence received from the Ministry. It is the student's responsibility to follow up on his/her application status. Students are encouraged to contact Student Awards and Financial Aid if they have any questions/concerns about their application.

OSAP funding certificates are usually released to students during Orientation week, which begins the day after Labour Day Monday. Disbursement of all student funding certificates takes place at Student Awards and Financial Aid, located in the University Centre (UC2024). Students must have registered for their classes before their OSAP (or other government funding) can be released. A government issued Social Insurance Card plus one piece of government issued photo identification (ie: Drivers License, Age of Majority Card, or Health card) must be presented. Students are encouraged to bring a void cheque or direct deposit information as well.

To obtain the first instalment of OSAP funds, students must sign a Confirmation of Enrolment. They must re-confirm their pre-study income (gross income before deductions) and report any changes or other income they will receive that was not reported on their original application.

Students are encouraged to check the OSAP website in mid-October to determine if there has been any change to the total amount of their OSAP because of the changes reported.

It is a Ministry requirement that all students are to advise Student Awards and Financial Aid if there are any changes (financial or other) to their situation during the school year. Changes may affect the amount of assistance students are eligible to receive.

In order to continue OSAP eligibility, students must maintain a 60% course load (40% for students with permanent disabilities) throughout the academic year. Students need to check with Student Awards and Financial Aid prior to making the decision to reduce their course load.

For more information, contact Student Awards and Financial Aid:

Location: University Centre - 2024

Phone: 343-8206

E-mail: finaid@lakeheadu.ca

PREPARE YOUR BUDGET

Estimate Expenses	Amount	Financial Resources	Amount
Tuition	\$	Band Funding for Tuition	\$
Books/ Supplies	\$	Band Living Allowance \$ _ X _ months	\$
Rent \$ _ X _ months	\$	Savings	\$
Utilities		Parental/ Spousal Assistance	\$
Gas	\$	Part-time Job Sept to April	\$
Hydro	\$	Support Payments \$ _ X _ months	\$
Cable \$ _ X _ months	\$	OSAP	\$
Phone/Internet \$ _ X _ months	\$	Bank Line of Credit/Loan	\$
Personal Care Products \$ _ X _ months	\$	Government Income	
Entertainment \$ _ X _ months	\$	Child Tax, GST, Disability \$ _ X _ months	\$
Transportation \$ _ X _ months	\$		
Vehicle Costs (parking) \$ _ X _ months	\$	Other Resources	\$
Uninsured Medical/Dental/ Optical	\$		\$
Other Expenses			\$
	\$	Resource Total	\$
	\$		
	\$		
Expense Total	\$		

Total Expense Minus Total Resources = \$

* Your expenses should not equal more than your total resources

The Importance of Preparing a Budget

- Avoid getting into debt or having bad credit
- Avoid having to apply for emergency loans from funding agencies
- Avoid having to borrow from the bank or financial lending agencies (high interest) such as City Financial, Wells Fargo, InstaLoans etc.
- When using corporate cards that state to “*pay later*” (Brick, Sears, Future Shop, etc.) make sure you are able to make the monthly payments
- Having a budget will help you make wise choices in selecting an affordable place to live and living within your means

REGISTRATION

Contact the Office of the Registrar when making any changes to your registration status, such as dropping, adding, and/or withdrawing from courses. All charges and outstanding fees accrued to the date of notification will remain due and payable on the student's account. The partial or total reimbursement of tuition fees depend on the official date of withdrawal as registered on the student's file.

Be sure to view the status of your account on myInfo at <http://www.lakeheadu.ca> regularly, and monitor your Lakehead University email account for all University-related correspondence.

REGISTRATION FOR COURSES IS DONE THROUGH MYINFO

Look for the link to myInfo under Quick Links. Your login ID is the same ID you use to log in to your Lakehead University email account. Your Password is also the same as what is used for your email account. For assistance, contact the TSC Helpdesk at (807) 346-7777 or the Office of the Registrar at (807) 343-8675.

myInfo is Lakehead University's communication and information initiative for the World Wide Web. Some of the services provided by myInfo for students include:

- Registration (add/drop courses)
- Class Schedules
- Transcripts/Grades
- Account Balances/Payments
- Financial Aid Information (Scholarships and Bursaries)

KNOW YOUR PROGRAM REQUIREMENTS

As a student, it is your responsibility to become familiar with the Calendar and your chosen program of study (e.g. biology, kinesiology, business). Please review the Calendar and academic requirements for each year of your program and register accordingly. Also, if you are a first-year student, please check the "Program Information" link on the How to Register website.

If you are unsure about what courses you need to take to fulfill your program requirements, please contact your Department Chair or the Office of Academic Advising.

PLAN YOUR TIMETABLE

Before you register for courses, you should plan out your schedule. myInfo will not tell you if you have a timetable conflict, so it is critical that you plan first, and then register. To help plan your schedule, use a blank course schedule form. All courses available to first-year students at Lakehead are listed in the Course Timetable.

HELPFUL HINTS WHEN REGISTERING:

The word "course" means a full-course equivalent (FCE) (one full-course or two half-courses), unless otherwise designated.

The first digit indicates the year level:

- 0 - course has no year level designation (may be taken in any year of study)
- 1 - normally first year course
- 2 - normally second year course
- 3 - normally third year course
- 4 - normally fourth year course
- 5 - normally Masters level (except Engineering)
- 6 - normally PhD level (except Engineering)

The third digit indicates the course weight designation:

- odd numbers 1 – 9: half courses
- even numbers 0 – 8: full courses

OTHER INFORMATION

Standing

A+	90 to 100%
A 1 st class standing	80 to 89%
B	70 to 79%
C	60 to 69%
D	50 to 59%
E Failed	40 to 49%
F Failed	1 to 39%
F Academic Dishonesty	0

TRANSCRIPT/ACADEMIC RECORD ABBREVIATIONS

ADV	Advanced Standing
AEG	Aegrotat
CR	Credit
CHL	Challenge Examination
DEF	Deferred Examination
EX	Exempt
F	Failed
FA	Failed Attempt
FNW	Failure, No Withdrawal
INC	Incomplete
TCR	Transfer Credit
IP	In Progress
NMR	No Marks Recorded
P	Pass
PLC	Credit for a Previous Lakehead University Course
REQ	Required Course
SPC	Special Examination
SUP	Supplemental Examination
WWP	Withdraw Without Permission
W	Withdraw

STRATEGIES FOR SUCCESS AT UNIVERSITY

Use Available Resources

ACSS has resources available such as Lakehead University policies and procedures, the Aboriginal Student Handbook, and Cultural and Social Service Resources. Student Accessibility Services assists students by offering workshops on improving study skills, time management, note taking, study techniques, exam preparation, as well as proof reading and assistance with essay writing.

Manage Your Time

Unlike high school, where teachers frequently structured your assignments and classes filled your day, you will have less in-class time, more outside-of-class work, and a great deal of freedom and flexibility at university. In order to manage your time successfully, know your goals and make use of the personal planner available in the LUSU handbook.

Get Involved

Find a social or academic club that interests you. Participation will help you feel connected to the University and to your peers. Volunteer work enhances your resume, as do letters of reference for employment, and receipts of bursaries and scholarships.

Be Informed

Students must always be prepared to ask questions to find out more information. It is, therefore, the student's responsibility to stay informed. Always refer to the University Calendar to find out:

- Grade requirements for your faculty and department
- Deadlines to drop/add courses, pay tuition, apply for graduation
- Your program requirements
- Student Rights and Responsibilities
- Professor's ideas about attendance, participation, late assignments, etc.

Be Organized

Organize your time by using some kind of time management system such as day timers, monthly schedules, weekly schedules, or to-do lists. Make sure you look at the task before you decide how much time you'll need to accomplish it. Also, look at your course outline and the weight of each assignment.

Be Prepared

Always be prepared for each class by complying with professor's expectations. Ensure your readings are up to date because every lecture will be based around readings assigned by the professor.

Get to Know Your Professors

Professors are here to lecture, test, and grade you, but also to guide your intellectual development and to help you successfully navigate your university career.

Ask for Help

Ask for help if you are having problems before the term ends. There are numerous resources and services available to you, including professors, faculty advisors, peers, and a variety of student services to assist you in achieving your academic aspirations.

Late Assignments

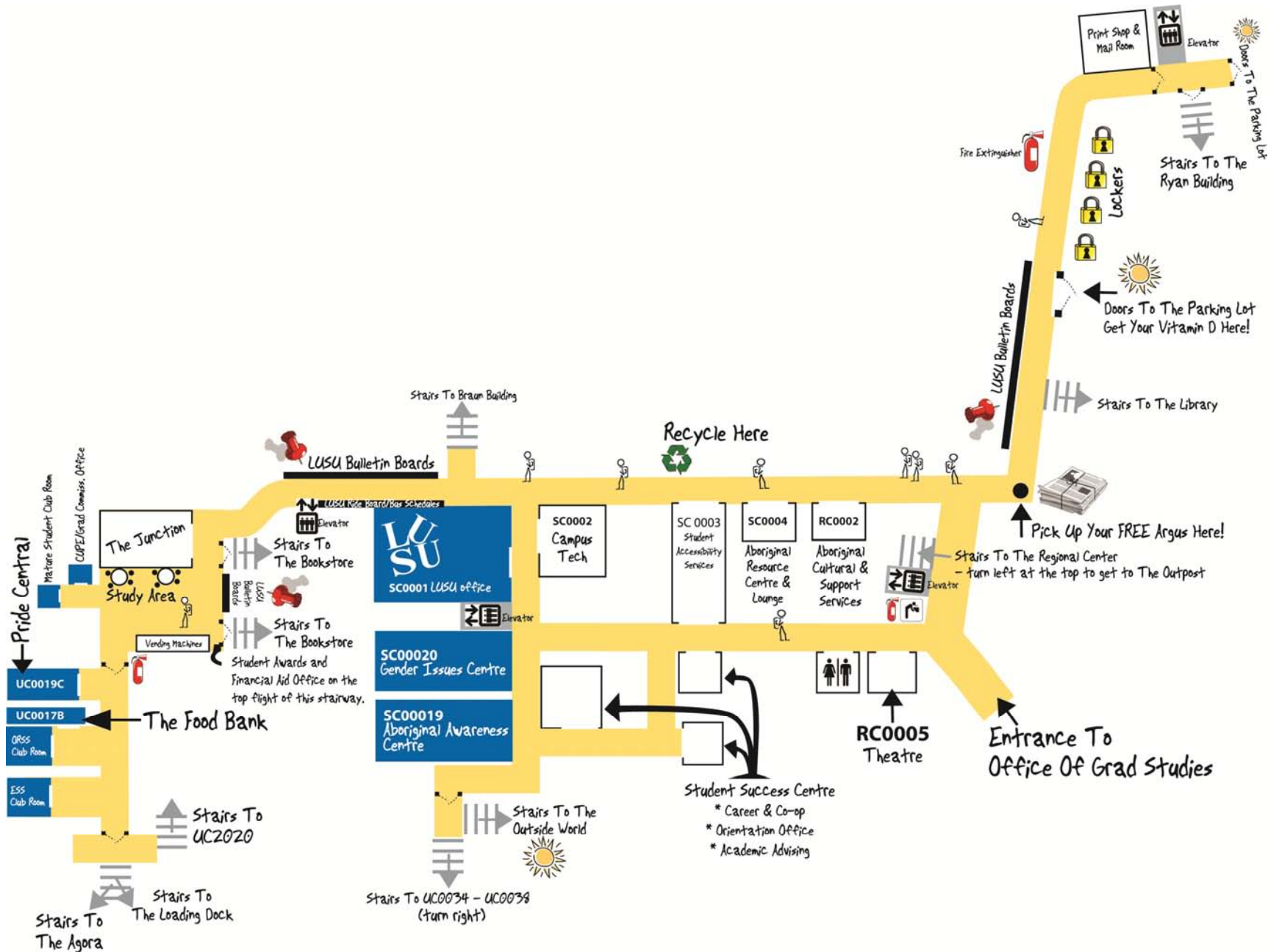
Avoid handing in late assignments. Make sure you ask your professor if he or she will accept a late assignment by requesting for an extension before the given deadline.

Attendance

Attendance is very important, especially during the first week of classes when the professors discuss the outlines, expectations, and other valuable information. Attendance means a larger chance to achieve good grades. Some professors take attendance, which is part of a participation mark. If you plan to be away for more than two classes, it is **very** important that you let your professor know and make sure you are able to get notes from a fellow student.

- If you have good attendance you will avoid failure or being dropped from the class
- Students are responsible for having their professors sign any attendance reports to First Nation Funding agencies
- Make sure there are no conflicts with your schedule. If you are registered in two courses and they are offered at the same day and time - you must drop one of the courses
- If you have missed a lot of classes/labs due to illness etc., you should inform your professor on a weekly basis and provide documentation. This is particularly important if you have missed any assignments, tests, etc
- **It is your responsibility to speak with your professor and work with them to schedule assignment submission or writing missed tests.** If you are unable to speak with your professor and need additional support, please see the Aboriginal Cultural & Support Services Coordinator in RC0001 to advocate on your behalf.

LAKEHEAD UNIVERSITY TUNNELS MAP



LAKEHEAD UNIVERSITY CAMPUS MAP



