



Back to School
Fall 2018

English Section

Hello new and returning students,

We are happy to provide you with information concerning the beginning of classes for the Fall 2018 semester.

Important dates to keep in mind:

- **Parents' meeting:**
 - *Thursday, August 16 at 4:00 p.m. in the Study Hall.*
- **Welcome meeting (for new students only) :**
 - *Thursday, August 16 at 9:00 a.m. (main entrance)*
- **Classes begin on Monday, August 20, 2018.**

We hope you have an excellent semester!

*The team at the Gaspé Campus
Robert Richard, director*

How to Confirm your Registration:



Pay your registration fees

Your registration fees have to be paid before you can get your class schedule.

You can pay:

- By credit card via the Omnivox Payment Centre module;
- At the College, in cash, by cheque or by debit card;
- With a teller at your financial institution (banks and Caisse Populaire) or via your on-line-banking service;

You must pay by **July 15, 2018**, to be able to get your class schedule on time.

Important: If you choose a payment method other than cash or via Omnivox, it can take up to five working days before your payment is recorded in our system.



Retrieve your schedule (mandatory)

Via Omnivox between Monday, August 13 at 10:00 a.m. and Thursday, August 16 at 4:00 p.m.

If the schedule is not retrieved on the given date, the schedule will be deleted and you will be withdrawn from the College.

If you wish to be reinstated, you must meet with an Academic Advisor in room 119 or extension 1777.



Please note that a \$20 fee will be applied and certain courses may not longer be available.

Course modification (if necessary)

- **All schedule modifications must be completed, with your Academic Advisor, before the first day of classes and each modification MUST be justified.**
- **Between Monday, August 13 at 10:00 a.m. and Friday, August 17 at 4:00 p.m.**
- Certain students may be required to meet with their Academic Advisor, before gaining access to their schedule. Please make an appointment with them.

What you need to know to begin the semester, if you have to:

Check in with Adapted Services

- Contact Julie Labbé, Adapted Services technician, in office 118 or at extension 1441 or Catherine Savage, Adapted Services Counsellor at extension 1374. If you have a diagnosis, they can help determine appropriate services that are necessary for you to succeed.

Financial assistance for studies

- Person in charge: Ext. 1777, in office 119.
- To complete your application for financial assistance, go to : <http://www.afe.gouv.qc.ca/en/>
- If you are entitled to financial assistance for the first time, collect your warranty certificate by accessing your file on-line, under the tab "Your File", then click on the link "Notice".
- To ensure you receive your payment in September, be sure to pick up your schedule on time.
- For more information, visit <http://www.cegepgim.ca/english-section/student-services/financial-aid> , contact Diane Gariépy at 418 368-2201, ext. 4112 or by mail at aidefinanciere@cegepgim.ca.

Pick up your agenda

- We hope that you will use your agenda to help keep you organized. It contains information about various policies that are enforced at the College, and student life. Your agenda will be given out in room R27-E.

Cafeteria

- The Campus cafeteria is on the ground floor. You can get hot meals there for lunch. Snacks (muffins, fruits, sandwiches, etc.) are also available during business hours. Meal and coffee cards can be purchased.

Elevator

- Only students with permanent or temporary physical impairments may use the elevator.

Have your photo taken for your ID card (new students only)

- A day-long photo session for new student ID cards will be held on registration day in the library, which is located on the second floor in room 228. Your student card is valid as long as you are a student here. It will be reactivated at the beginning of every term. Returning students will not have to have their picture taken again. They must, however, bring their ID card to room R27-E to have the sticker for this semester added. If you have lost your card, it will cost you \$5 to replace it.

Locker rental

- Students who wish to rent a locker can do so in Room R27-E. Only padlocks provided by the College may be used. A fee of \$10 is charged per padlock, a \$5 refund is given when the padlock is returned in good condition.

Pick up your parking pass

- You have to get a parking pass in the main entrance (you will need your licence plate number) to be allowed to park your vehicle at College parking lots. You can pay for your permit with cash, by direct payment with your debit card or by cheque.
- Fees: \$110/year, \$85/semester, \$5/day or \$2/hour.

Sports and extracurricular activities

- Information about sports and extracurricular activities will be available when you arrive on Campus.

Modify your schedule

- **All schedule modifications MUST be justified.**
- Make an appointment with your Academic Advisor in Room 119 (ext. 1777) after you have retrieved your schedule. You can have your schedule modified **from 10:00 a.m. on Monday, August 13 to 4:00 p.m. on Friday, August 17 at 4:00 p.m.**