



InfoBulletin

FOR PARENTS OF
NEW STUDENTS
FALL 2016



KEY DATES

- Sept. 19:** Course drop deadline
- Oct. 7-9:** Arts Trip to New York City
- Oct. 10:** College closed
- Nov. 7:** College closed
- Nov. 25:** Fall semester classes end; winter registration appointments posted in Omnivox
- Nov. 28-Dec. 2:** Final exams in General Education courses
- Dec. 5-16:** Final exams in Specific Education courses
- Jan. 18:** Winter semester begins

For a full list of key dates, please consult marianopolis.edu/dates

Questions?

parents@marianopolis.edu
marianopolis.edu/parents

Welcome to Marianopolis!

It is my immense honour to lead Marianopolis College. Our tradition of excellence is rooted in the Congrégation de Notre-Dame, which founded Marianopolis in 1908. The Sisters' timeless values inform all that we do at the College each school day. They help us – faculty, staff and administrators – support every one of our students to reach their academic goals as well as to become well-rounded citizens of our ever-complex world.

I welcome you to our community and I invite you to read these pages, to learn what it means to be the parent of a Marianopolis student.



Christian Corno
Director General



STUDENT EVALUATION

The Institutional Policy on the Evaluation of Student Achievement (IPESA) governs student evaluation policies and contains vital information about students' rights and responsibilities. It includes important information on all aspects of student evaluation, including academic integrity, grading schemes, missed evaluations and grade appeals. All students are responsible for knowing its provisions. We recommend reading the full document at marianopolis.edu/ipesa.

COURSE DROP DEADLINE

Students who wish to drop a course must meet with an Academic Advisor no later than September 19 in the fall semester or February 14 in the winter semester. It is not possible to drop a course after these dates.

ATTENDANCE

Regular and punctual attendance is expected, as absenteeism reduces the probability of academic success. Students who must miss class for religious reasons must inform their teachers in advance; if they will be absent for health reasons they must provide advance notice when possible and may need to show medical documentation. Following any absence, the student remains responsible for meeting all course requirements. Students should advise the Office of the Associate Academic Dean, at 514.931.8792, ext. 261, if they will miss more than three days for a serious reason, such as death in the family or hospitalization. A vacation is never deemed to be a valid reason for being absent.

STAYING INFORMED

We encourage parents to consult marianopolis.edu on a regular basis to familiarize themselves with important dates, institutional policies and Marianopolis news.

The primary method that Marianopolis uses to communicate with students is each student's Omnivox account. There students can access their class schedule, grades, assignments and course material, as well as view deadlines, class cancellations and reminders. Students should check Omnivox at least once a day.

Instead of email, electronic communication between students, faculty and staff is via Messaging In Omnivox (MIO). Every time a student logs in to Omnivox, new MIOs are highlighted.

Important information is also posted on TV screens throughout the building and in the weekly What's Up news bulletin, marianopolis.edu/whats-up. The Course Calendar, at marianopolis.edu/policies, contains the academic calendar, program information, course descriptions and College policies. Students receive it at Orientation in May.

CONFIDENTIALITY

You may have noticed that the College sends all information directly to students, not parents. Legally, we cannot provide information about a student who is 18 or older to anyone, including parents, without the student's signed consent. We also give preference to this approach for students under 18, as it is in their best interest to learn how to communicate their needs, ask questions and take responsibility for their own education.



MARIANOPOLIS-BRÉBEUF EXCHANGE: A UNIQUE PARTNERSHIP

Marianopolis students have the opportunity to polish their French-language skills by spending their fourth semester immersed in all aspects of life at Collège Jean-de-Brébeuf. Marianopolis and Brébeuf share similar missions and student populations, as well as successful histories of providing the best possible preparation for university. Students who participate in this exchange are well supported during their transition.

For more information, students should contact Academic Advisor Patti McDonald.

An information session will be held early in the fall semester; first-year students are welcome to attend.



RESOURCES AVAILABLE TO STUDENTS

ACADEMIC ADVISING

Academic Advisors provide information about students' College programs, courses, summer school and registration. They also help with university program choice and application.

Students can make an appointment in Omnivox or see an Advisor during drop-in hours, which are posted outside the Advisors' offices, Rooms F-305, F-307 and F-309. marianopolis.edu/advising

COUNSELING

Counselors provide support for dealing with emotional and mental health issues, such as depression, anxiety, addiction, grief, self-esteem, eating disorders, stress, suicide, sexuality, family issues, etc. They also provide career counseling and help with time management, study skills, interview skills and test-taking skills.

Students can make an appointment via Omnivox or see a Counselor during drop-in hours, which are posted outside the Counselors' offices, Rooms A-110, A-112, A-114. marianopolis.edu/counseling

ENGLISH LITERACY

The Writing Professional and the English Monitor work one-on-one with students to improve skills in grammar, writing and editing across subjects. Services are available to all students regardless of mother tongue.

Students can see the Writing Professional in Room A-322. marianopolis.edu/writingcentre

FINANCIAL AID

Financial aid helps with loan and bursary applications through *Aide financière aux études* and provides information about tuition credits, loans, textbook lending, the food bank, on-campus jobs and scholarships.

Drop-in hours are posted outside the Financial Aid office, Room A-123A. marianopolis.edu/fa

FRENCH MONITORING

French monitors meet one-on-one with students enrolled in certain introductory French courses to work on comprehension, pronunciation, grammar, vocabulary, spelling and writing.

Students in designated French courses are automatically paired with a monitor.

NURSE AND FIRST AID SERVICES

The nurse can help with sickness and injury, and provide information on illness, sexuality and other health issues. First Aid-trained students help ill or injured students in the Health Room.

Students can drop in to see the nurse Tuesday and Thursday, 9:30 a.m. to 3:30 p.m. in A-166. The Health Room (A-168) is open most weekdays, 8 a.m. to 6 p.m.

TUTORING

Peer and alumni tutors are available for courses such as Biology, Chemistry, French, Mathematics, Quantitative Methods, Physics, Psychology and History of Western Civilization.

Students can request a peer tutor via marianopolis.edu/peertutoring or at the Learning Resources Centre, Room F-317.

SERVICES FOR STUDENTS WITH DISABILITIES

The Adapted Services Counselor determines accommodations and services for students with documented disabilities, including physical and learning disabilities, attention disorders and health issues. Services are provided through the AccessAbility Centre.

Students can schedule a meeting with the Adapted Services Counselor via Omnivox or by going to the AccessAbility Centre, Room F-310.



BEYOND THE CLASSROOM

Marianopolis students have myriad opportunities for learning outside the traditional school context. Here are some:

- Marianopolis is the only college to hold Activity Period twice a week, a break during which students can hear guest speakers, play intramural sports and participate in any of our nearly 100 clubs.
- Students have the chance to get involved in a variety of enriching activities, such as ArtsFest, the Lab Project, Tournoi des jeunes démocrates, Science Fair, Robotics and math and science competitions.
- On the annual Arts Trip, students experience Boston or New York City by way of museums, architecture and cultural history.
- Our popular international courses have taken students to Belgium, Germany and the Netherlands to learn about international business and to the Caribbean to explore sustainability issues. This year for the first time, students will travel to Italy to examine the nature and development of Ancient Roman civilisation.
- Students in the Marianopolis Model United Nations Club enjoy competing against teams from the world's top universities at Harvard-sponsored international events in such places as Australia, China and Singapore.
- Students and faculty organize medical brigades to bring medical aid and supplies and provide health education to communities in countries such as Panama, Peru and Nicaragua.

ACCESSIBILITY FOR ALL



As Executive Director of the Development and Alumni Affairs Office and The Marianopolis Millennium Foundation, I'd like to extend a warm welcome as

you join our ever-growing network. Parents and family members, acting as board members, annual donors and event volunteers, are the lynchpin of our efforts.

The Foundation's mandate, accessibility for all, is in place to ensure that financial aid is available to all students who might otherwise struggle to pay tuition. Fulfilling this objective promotes diversity at the College and guarantees that the brightest and most motivated students can launch their futures from here, regardless of circumstances.

As your son or daughter begins to manage his or her own education, the

Development and Alumni Affairs Office can act as a resource point for you to stay connected to the Marianopolis community.

This November we are planning an exclusive parent cocktail, where you can meet the people who do such important work for our students here at the College.

If you would like to receive an invitation to this event or have any other questions regarding the work of the Foundation, you are invited to contact me at 514. 931.8792 ext. 205, or d.mazzone@marianopolis.edu.

Dino Mazzone '87

OUR CAMPUS IS EASILY ACCESSIBLE VIA PUBLIC TRANSIT

Marianopolis College is at 4873 Westmount Ave., Westmount, QC H3Y 1X9.

By metro: Villa Maria or Vendôme (a shuttle bus from Vendôme runs during peak hours, marianopolis.edu/shuttle).

By bus: 124 (from Vendôme), 66 (from Guy-Concordia), 138 (from Atwater).