



InfoBulletin

FOR PARENTS OF
NEW STUDENTS
FALL 2017



KEY DATES

- Sept. 19:** Course drop deadline
- Oct. 6-8:** Arts Trip to Toronto
- Oct. 9:** College closed
- Nov. 6:** College closed
- Nov. 27:** Fall semester classes end; winter registration appointments posted in Omnivox
- Nov. 28-Dec. 4:** Final exams in General Education courses
- Dec. 5-15:** Final exams in Specific Education courses
- Jan. 29:** Winter semester begins

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

Questions?

parents@marianopolis.edu
marianopolis.edu/parents

Welcome to Marianopolis!

The beginning of each academic year is an exciting time. This is especially so as 2017-2018 unfolds. We are joined this fall by our new Academic Dean Eric Lozowy, a seasoned leader in the Quebec higher-education system. I hope you will have the chance to speak with Dean Lozowy during the course of your child's studies at the College. Also, we are in the midst of upgrading our historic campus. Read about our renovation project on page 2.

I welcome you to our community and I invite you to read these pages, in an effort to support you in your role as a 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. You can read 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

Parents are encouraged to consult marianopolis.edu on a regular basis to familiarize themselves with important dates, institutional policies, events at the College 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. Every time a student logs in to Omnivox, new MIOs are highlighted.

Students should check Omnivox at least once a day.

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.

RENOVATING THE HISTORIC MARIANOPOLIS BUILDING

As part of its 2015-2020 Strategic Plan, Marianopolis is committed to making its historic campus an even more comfortable and safe place to learn. As a result, the College has embarked on a heating, ventilation and air conditioning project (HVAC). When it is completed, every space in the College will have air conditioning, improved air quality and sprinklers. The work will wrap up in the winter 2018 semester. While it is underway, some classrooms and teacher offices are being temporarily relocated to other areas of the College. We are providing suitable alternative spaces and at all times we are ensuring that teaching and learning remain our top priority. Exceptionally this academic year, winter semester classes will begin on January 29, 2018 and the last day of exams will be June 7, 2018, in order to facilitate work that must be done.



RESOURCES AVAILABLE TO STUDENTS

ACADEMIC ADVISING

Academic Advisors provide information about students' College programs, courses, summer school and registration. They also support students in choosing a university program and applying to university.

Students can make an appointment via 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 and A-114. marianopolis.edu/counseling

ENGLISH LITERACY

The Writing Professional and the English monitors 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 or an English Monitor during drop-in hours in Room G-222. marianopolis.edu/writingcentre

FINANCIAL AID

The Financial Aid Clerk 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. Other students can meet with a French monitor during drop-in hours.

MATH TUTORING

The Math monitor works one-on-one with students in Calculus I classes who are identified by their teacher as needing stronger skills in algebra. All students may get help during drop-in hours.

Students can speak to their Calculus I teacher or see the Math monitor during drop-in hours in Room G-222.

TUTORING

Peer and alumni tutors are available for a variety of courses in many areas of study.

Students can request a peer tutor via marianopolis.edu/tutoring 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.



ACCESSIBILITY FOR ALL



Every fall, Marianopolis College recognizes students who have received entrance bursaries, scholarships and other forms of financial support, based on both merit and need.

About one in five Marianopolis students receives financial support, thanks to donations from parents, alumni and friends to The Marianopolis Millennium Foundation and to funding from various external bodies.

The Foundation's mandate, to ensure that financial aid is available for all deserving students at the College, guarantees that the brightest and most motivated students can have the benefit of a Marianopolis education.

For more information on how you can support Marianopolis students, go to marianopolis.edu/foundation

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, Science Fair, Robotics and math and science competitions.
- On the annual Arts Trip, students experience a major cultural destination by way of museums, architecture and cultural history.
- Popular international courses have taken students to Belgium, Germany and the Netherlands to learn about international business, to the Caribbean to explore sustainability and to Italy to study Ancient Roman civilization. This year, students will travel to Austria, the Czech Republic, Germany, Honduras and Nepal.
- 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.

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).