

FALL 2020

IMPORTANT INFORMATION FOR NEW STUDENTS



ADMISSIONS CONFIRMATION FORM

NOTE: USE THIS FORM IF YOU ARE CONFIRMING BY MAIL



STUDENT NUMBER: _____

LAST NAME: _____

FIRST NAME: _____

INDICATE YOUR STUDENT NUMBER ON THE CHEQUE AND RETURN IT ALONG WITH THIS FORM TO:

JOHN ABBOTT COLLEGE
ACCOUNTING DEPARTMENT
21 275 LAKESHORE ROAD
SAINTE-ANNE-DE-BELLEVUE, QC H9X 3L9

ADMISSIONS CANCELLATION FORM

**NOTE: USE THIS FORM IF YOU DO NOT INTEND
TO ACCEPT YOUR ADMISSION TO JOHN ABBOTT**



STUDENT NUMBER: _____

LAST NAME: _____

FIRST NAME: _____

I do not plan on attending John Abbott College. Please cancel my acceptance for the following reason(s):

planning to work

planning to attend another CEGEP

moving

other

SIGNATURE: _____

YOU MAY SEND THIS FORM BY EMAIL OR BY MAIL.

EMAIL TO: ADMISSIONS@JOHNABBOTT.QC.CA

MAIL TO:

JOHN ABBOTT COLLEGE
ADMISSIONS DEPARTMENT

21 275 LAKESHORE ROAD
SAINTE-ANNE-DE-BELLEVUE, QC H9X 3L9

Please refer to page 20 of the booklet for refund information.

CEGEP JOHN ABBOTT COLLEGE

MISSION AND STATEMENT OF PURPOSE

The mission of John Abbott College is to provide an excellent education for our students within a stimulating learning environment that will enhance their development and potential for success in society.

WE ARE COMMITTED TO:

Learning

- Foster in our students the ability to make and articulate informed intellectual, aesthetic and ethical decisions, while demonstrating skills needed for success in modern society.
- Cultivate a love of learning, autonomy and responsible citizenship in our students, both in the classroom and through socio-cultural, leadership, recreational and sports activities.
- Respect and learn from diverse world views and international perspectives, as reflected in our programs, our approach and our community.

Quality

- Provide well-rounded and balanced pre-university and career programs that meet high standards of quality and ethical consciousness, and respond to the requirements of universities, employers and society.
- Value excellence in teaching and learning as dynamic and interactive processes.

- Promote lifelong learning and continuous improvement in the College community, with a commitment to innovative pedagogy, effective administration and quality support services.
- Deliver leading-edge training tailored to the needs of business, industry and other sectors through our continuing education services and specialized programs.

Students

- Cultivate a safe, caring and challenging learning environment that bolsters self-esteem and promotes a sense of belonging and purpose, mutual respect, and healthy lifestyles, leading students to attain academic, professional and personal success.
- Ensure governance that reflects the active engagement of students, staff and faculty, and places student learning at the centre of our decisions and actions.
- Establish effective partnerships with academic, professional and social communities, to maximize our students' success and continued growth.



JOHN ABBOTT COLLEGE FOUNDATION

The Foundation raises money to support students at John Abbott. Through strong relationships with students, alumni, College faculty and staff, friends, corporations and other members of the community, it ensures long-term financial support for the College and its students. Regardless of economic conditions and potential government cutbacks, the Foundation allows the College to respond directly to the steadily increasing demand for its services, while ensuring that the education students receive and the environment in which they learn are second-to-none.

Making a donation directly through OMNIVOX while paying your confirmation fees is simple. You can also make a donation directly to the Foundation by cheque (payable to John Abbott College Foundation). Tax receipts are issued for all donations over \$20.00.

BE PART OF OUR COMMITMENT TO SUCCESS!

Be a volunteer! Be a donor!

Every effort, be it time or money, gives the Foundation the tools to make a difference in the lives of our students.

For more information on how you can make a difference, contact us at 514-457-6610, local 5284.

John Abbott College is building an alumni network as it prepares for its 50th anniversary celebrations in 2020. Join the network after graduation so you can participate in the fun!

TABLE OF CONTENTS

Things To Do	4
Omnivox Services for Students.....	5-7
Confirming Your Acceptance and Paying Your Fees	8
Inputting Your Emergency Contact Information	9
Help Us Get to Know You Survey	9
English/French Placement Testing	10-15
Summer School Math & Science Make-Up Courses	15
Information Sessions for New Students.....	16
Parents' Night	16
Orientation	16
Student Access Centre	16
Academic Success Centre	16
First-Year College Experience Office	17
Housing	17
Counselling Services.....	17
Registration Information.....	18
Registering for Your Courses	18
Registration Helpline	18
Program Adjustments	18
Summer Hours	19
Student Course Validation.....	19
Admissions Eligibility Verification.....	19
Advanced Standing/Transfer Credits.....	20
Refund Policy and Procedure	20
How Much Will it Cost?	21
Additional Costs	22
Semester Fees	22
Semester Dates/School Closures.....	23
Parking on Campus	23
Public Transportation	24
OPUS Card	24
Frequently Called Numbers	25
College Map.....	26

THINGS TO DO

- GET ACCEPTED TO JOHN ABBOTT COLLEGE
- Confirm your acceptance and pay your \$162.00 registration fee.
- Consider a donation to the JAC Foundation.
- Need to register for a summer Mathematics make-up course? Download the registration and information form from the JAC website.
<http://www.johnabbott.qc.ca/academics/summer-school-information>
- Update your emergency contact information on Omnivox.
- MAY 19 and 20: Placement testing — first sitting — if you are accepted in round 1 or round 2. Write placement test(s) if applicable. See pages 10-15 for more details.
- MID-MAY: Check Omnivox for information regarding program and registration information and orientation sessions.
- MAY 27: Information Evening.
- JUNE 17: Placement testing if you are accepted in June or missed the placement test in May (if applicable). See pages 10-15 for more details.
- END OF JUNE: CEGEP transfer students and returning John Abbott College students register using Omnivox.
- Fill out the online survey. Refer to page 9 for information.
- JULY: Make sure that you have met all requirements for your Secondary V Diploma including program prerequisites (if applicable). *Do you need to write a supplemental exam?*
- JULY: Check Omnivox for your registration information, registration appointment date and time, placement test results and list of pre-registered courses (if applicable).
- AUGUST: You will receive your program and registration information.
- AUGUST 4-11: New students register using Omnivox.
- AUGUST 13-19: Attend your orientation session.
- AUGUST 20: Classes begin.
- SEPTEMBER 21-25: Student course validation.

OMNIVOX SERVICES FOR STUDENTS

What is Omnivox? Omnivox is an interactive online service for students to access and update their student and course-related information.

It can be used in either English or French at <http://johnabbott.omnivox.ca> or by downloading the Omnivox Mobile app on your mobile device.

**Your Omnivox Mobile account will only be accessible once your initial setup has been completed on a computer. See instructions below.

What if you don't have access to the Internet? You can come to the College and use one of our computers (Library, Computer Centre, and Registrar's Office).

To set up your personal account:

1. Go to <http://johnabbott.omnivox.ca>;
2. Under "Students", click on "First use?";
3. Enter your student ID number and your date of birth (your student ID number can be found on your letter of acceptance);
4. Click on "Validate";
5. Select three security questions and enter an answer for each one;
6. Click on "Continue";
7. Enter a password that you will use each time you use Omnivox/My JAC Portal;
8. Re-enter the password and click on "Confirm".



OMNIVOX SERVICES

LÉA, THE OMNIVOX CLASSROOM

Facilitates communication with your teachers and other students in your classes. Online gradebook, messages to students and teachers, course documents, absences, follow-ups, assignments and much more...

ACADEMIC ADVISOR APPOINTMENT

Use this module to schedule an appointment with an Academic Advisor.

ATTENDANCE VALIDATION

It is compulsory for students to validate their attendance after the drop deadline by confirming the courses in which they are registered.

CANCELLED CLASSES

Most up-to-date class cancellation list. The Cancelled Classes module lists the classes (by date) that are temporarily cancelled.

CARPPOOLING

Participate in the carpool service. Find carpoolers. Save time and money while doing something for the environment.

COURSE REGISTRATION

Quick and easy online registration. You choose the courses you plan to take, and then let the system do the rest! Then just choose the course schedule that best suits your needs according to the configurations presented.

COURSE SCHEDULE

Obtain your course schedule as well as a list of required books and their prices. Please note that during the registration period, you can only obtain your course schedule after 7:00 p.m. the day AFTER your registration appointment.

DOCUMENT REQUEST

Request an official transcript or letter of attendance. Need an official transcript sent to a university or employer? Do you require a letter of attendance? This is where you can make this request.

EMPLOYMENT CENTRE — JOBS

Consult student job offers. Submit your application/CV online. You can define your profile and view current job offers related to your area of study.

INFORMATION INTENDED FOR YOU

Access documents and messages from the College. The College publishes important documents you need to read regarding registration, placement test results and other important information in this area.

LOCKERS

Online locker reservation or information. Reserve your locker online, indicate your locker partner or have one assigned to you. Obtain information on the location of your locker and your locker partner's contact information.

MIO — MESSAGING IN OMNIVOX

Read and send MIO. Receive and send messages in Omnivox to classmates and teachers.

PARKING DECALS

Reserve your parking decal. Students who wish to park on campus must purchase a parking permit or pay a daily fee.

PAYMENT CENTRE

Consult your invoices and pay online. Pay your fees securely by credit card. Connected to the Canadian Banking Network, Omnivox validates the payment in less than 10 seconds and then adjusts your student account balance immediately.

PERSONAL FILE

Review and update your personal data. Update your emergency contact information, address or phone number. Activate the Class Cancellation Notification Service to call or text you when one of your teachers informs us that your class is temporarily cancelled.

PROGRAM CHANGE

Students that have completed at least one semester can request to change programs through this module.

PROGRESSION CHART

Consult your personal progression chart. What courses do you need to take in your program? Track what courses you have passed or have in progress.

REDUCED-FARE OPUS CARD

All full time students are eligible to use public transportation at a reduced cost. In order to get the reduced cost, you must have a personalized OPUS card. Cards can be ordered online via your Omnivox Portal located under the tab "Reduced Fare for Opus Card", once you have registered for your courses. The card costs \$15 and will be mailed to your home address listed on file with the College. You may use this online service provided that you have uploaded a photo to be used as your John Abbott College ID and have a Québec address. A second option is to print the form located on your Omnivox Portal and take it to the STM photo booth to have your photo taken.

SECONDHAND BOOKS

Buy and sell your books online. Find used books for sale by JAC students. Post your books for sale on the secondhand book list.

SURVEYS AND VOTES

Students may be asked to participate in surveys or votes pertaining to academic and non-academic matters.

TEACHERS DIRECTORY

Enter the name, the first name or the Department name of the teacher that you are looking for.

TUITION TAX RECEIPTS

Print your tuition tax receipts. Obtain your Federal and Provincial education deduction certificates for income tax purposes.

CONFIRMING YOUR ACCEPTANCE AND PAYING YOUR \$162.00 REGISTRATION FEES

To confirm that you will be attending John Abbott College for the Fall semester, carefully read the following instructions and choose the confirmation and payment option that best suits your needs.

OPTION ONE—BY INTERNET

Please refer to page 5 of this booklet for detailed instructions on how to set up your personal account.

Students with access to the Internet can confirm their acceptance by paying their fees using a credit card on our secure site using John Abbott College's Omnivox Services for Students or the Omnivox Mobile app.

1. Go to <http://johnabbott.omnivox.ca>, or launch the Omnivox Mobile app;
2. Under My Omnivox Services, select "Payment Centre";
3. Select "To Pay";
4. Select "Pay Selected Invoices". At this point you can also make a contribution to the John Abbott College Foundation, see page 2;
5. Select "Go to Online Secure Payment";
6. Enter credit card information;
7. Select "Make Payment".

OPTION TWO—BY MAIL

1. Complete the confirmation form which can be found on page i of this booklet.
2. Attach your cheque of \$162.00 payable to John Abbott College. You may also wish to include a separate cheque payable to the John Abbott College Foundation.
3. Mail your confirmation form and cheque. Please take into consideration the days required for the confirmation form and cheque to be delivered by the deadline indicated on your acceptance letter.

If you decide not to attend the College, please fill in the cancellation form which can be found on page ii of this booklet, email (admissions@johnabbott.qc.ca) or mail it by the deadline indicated in your acceptance letter.

INPUTTING YOUR EMERGENCY CONTACT INFORMATION

Please refer to page 5 of this booklet for detailed instructions on how to set up your personal account.

It is very important that the College know whom to contact on your behalf in the case of an emergency.

Using Omnivox Services for Students, enter your emergency contact information.

1. Go to <http://johnabbott.omnivox.ca>, or launch the Omnivox mobile app;
2. Select "Personal File";
3. Select "Phone Number"; Select "Modify";
4. Type in the name of a person to contact during an emergency, along with their phone number. Select "Apply";
5. Click on "Email"; Select "Modify";
6. Update your email address. Select "Apply".

THE NEXT STEPS

Now that you have confirmed that you will be attending John Abbott College this fall and have taken the necessary steps to record your emergency contact information, in the following pages are the things you need to know or do to keep yourself on track to becoming a registered student.

HELP US GET TO KNOW YOU SURVEY

Students will be invited to participate in an online survey that provides us with important information about our new students. Your input is important to us! Details about the survey will be sent to you via Omnivox.

ENGLISH / FRENCH PLACEMENT TESTING

ENGLISH PLACEMENT

YOU DO NOT HAVE TO WRITE THE ENGLISH PLACEMENT TEST IF:

- ✓ You are currently attending or graduated less than 2 years ago from an ENGLISH QUÉBEC HIGH SCHOOL and your final Secondary IV (Grade 10) English Language Arts mark on your *Ministère de l'Éducation Relevé des apprentissages* was 80% or higher (course code 632-406 or 630-416) **OR**
- ✓ You have completed or are in process of completing English (mother tongue) 603-101-MQ at the CEGEP level.

YOU MUST WRITE THE ENGLISH PLACEMENT TEST IF:

- ✓ You are attending or have graduated from a **FRENCH HIGH SCHOOL IN QUÉBEC**
- OR**
- ✓ You are attending or have graduated from an **ENGLISH HIGH SCHOOL LESS THAN 2 YEARS AGO AND** your Secondary IV (Grade 10) English provincial final mark was **79% OR LESS**. (Look at your grade in English Language Arts 632-406 or 630-416 on your *Ministère de l'Éducation Relevé des apprentissages*).
- OR**
- ✓ Regardless of your grade in English, you graduated from a **QUÉBEC ENGLISH HIGH SCHOOL MORE THAN 2 YEARS AGO** and have not attended school since then.
- OR**
- ✓ You have completed or are in the process of completing English Language Arts through **ADULT EDUCATION** (French or English).
- OR**
- ✓ You are graduating or have graduated from a **HIGH SCHOOL OUTSIDE OF QUÉBEC**.
- OR**
- ✓ You are transferring from another CEGEP or are re-applying to John Abbott **AND have not completed** the English 603-101-MQ.

NOTE: Language skills are a key to success in college. The English Placement Test is designed to help students find the course that is best suited to help them develop college-level reading and writing skills.

ENGLISH / FRENCH PLACEMENT TESTING

FRENCH PLACEMENT

YOU DO NOT HAVE TO WRITE THE FRENCH PLACEMENT TEST IF:

- ✓ You are graduating from a high school in Québec **OR**
- ✓ You have completed or are in process of completing one French (second language) course at the CEGEP level.

YOU MUST WRITE THE FRENCH PLACEMENT TEST IF:

- ✓ You are attending or have graduated from a **HIGH SCHOOL OUTSIDE** of Québec. **Exception:** students who studied in French, please contact us.

OR

- ✓ You have graduated from a high school in Québec **MORE THAN 3 YEARS AGO** and have **NEVER** taken a **CEGEP LEVEL** French course.

You will be placed in a French level based on your Québec Secondary V final French grade according to the chart below:

HIGH SCHOOL COURSE NUMBER	GRADE	LEVEL	JAC FRENCH COURSE
132-506 or 128-556 (<i>Français langue maternelle</i>)	60 and over	4	602-103-MQ
634-504 or 635-506 (French second language)	60-65 66-74 75-81 82-94 95-100	MN 1 2 3 4	602-009-50 602-100-MQ 602-101-MQ 602-102-MQ 602-103-MQ

NOTE: Students who have passed both *Français langue maternelle* (132-506 or 128-556) and French as a second language (634-504 or 635-506) will be placed according to their grade in the French as a second language course.

ADULT EDUCATION	GRADE	LEVEL	JAC FRENCH COURSE
<i>Français langue maternelle</i>	Below 75% 75 and over	3 4	602-102-MQ 602-103-MQ
French second language	60-65 66-74 75-81 82-94 95-100	MN 1 2 3 4	602-009-50 602-100-MQ 602-101-MQ 602-102-MQ 602-103-MQ

PLACEMENT TESTING SCHEDULE

PLEASE ARRIVE 30 MINUTES BEFORE THE TEST.

Please note:

You will NOT be permitted to write the test if you arrive late.
Each test takes approximately 1 hour.

You do not have to register for the test. Just present yourself at the time and place on the assigned day.

English Placement Test:

Family names beginning with the letter:

A-G: Tuesday, May 19 at 6:00 p.m. Arrive no later than 5:30 p.m.

H-P: Tuesday, May 19 at 8:00 p.m. Arrive no later than 7:30 p.m.

Q-Z: Wednesday, May 20 at 6:00 p.m. Arrive no later than 5:30 p.m.

French Placement Test:

A-Z: Wednesday, May 20 at 8:00 p.m. Arrive no later than 7:30 p.m.

Note: Students who need to write both English and French placement tests may, for convenience, come on Wednesday, May 20.

TESTING LOCATION: Gym, located in the Casgrain building

If you received your acceptance letter in June or were not able to attend in May, you must write the test on:

English Placement Test:

Wednesday, June 17 at 6:00 p.m. Arrive no later than 5:30 p.m.

French Placement Test:

Wednesday, June 17 at 7:30 p.m. Arrive no later than 7:00 p.m.

TESTING LOCATION: Herzberg building, 3rd floor

WHAT YOU NEED FOR THE PLACEMENT TEST

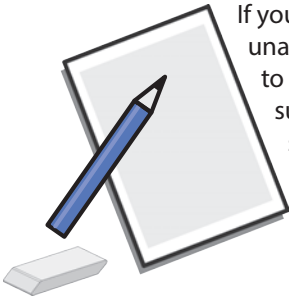
- Know your student number.
- Bring an HB pencil (not a mechanical one) and an eraser.
- Dictionaries or other resource books, pens, or liquid paper (white out) are not permitted.

PLACEMENT TEST RESULTS

Question: When and where will I find my results?

Answer: Your test results will be available on the JAC Portal-Omnivox, under "Information Intended for You", approximately 2 weeks after you write the test.

PLACEMENT TEST ADDITIONAL INFORMATION



If you live further than 200 km from the College and are unable to come to the test, arrangements can be made to have the test mailed to your current school and supervised by your Guidance Counsellor or another school official. This request must be made in advance by your high school. Please ask your Guidance Counsellor to email admissions@johnabbott.qc.ca to make arrangements.

Need help with English? Is English not your first language?
The Academic Success Centre (ASC) offers English Language
Tutorials to English Second Language (ESL) Students.

For more information:

Email: academicsuccesscentre@johnabbott.qc.ca

Call: 514-457-6610 ext. 5285

MIO: Academic Success Centre

WHAT ARE THE POSSIBLE ENGLISH PLACEMENT TEST RESULTS?

Students who have written the English Placement Test will be registered in one of the following courses, depending on their Placement Test results.

English 603-101-MQ Introduction to College English: Literature

This is a credited course intended to teach students how to develop and improve the critical abilities needed for reading and writing at the college level.

English 603-101-CL Introduction to College English: Composition and Literature

By placement

This is a credited course intended for students who must develop and improve the critical abilities needed for reading and writing at the college level.

English 603-003-AB Preparation for College English

Mise-à-niveau

By placement

(This is a non-credit course that does not count towards your diploma).

This course is intended for students whose English skills, as determined by the placement test, need further development before they can enter the regular English program.

Have questions concerning the
English and French Placement Testing?

Email: admissions@johnabbott.qc.ca

or call: 514-457-6610 ext. 5358

WHAT ARE THE POSSIBLE FRENCH PLACEMENT TEST RESULTS?

French 602-100-MQ Level 1

French 602-102-MQ Level 3

French 602-101-MQ Level 2

French 602-103-MQ Level 4

These credited courses work on developing equally the four basic language skills so students can communicate in French with a basic degree of facility. Students are placed in Level 1, 2, 3 or 4 based on their ability.

Mise-à-niveau – Preparatory courses :

602-011-AB / 602-005-AB

Introduction to French

(These are non-credit courses that do not count towards your diploma).

These are 90-hour courses, intended for students who, based on their placement test results, do not have a college-level proficiency in French and who have completed their high school studies outside of Québec.

602-009-AB / 602-008-AB – French Upgrading

(This is a non-credit course that does not count towards your diploma).

These 60-hour courses, intended for students who have completed *Français langue seconde de la 5e secondaire*, are in preparation for Level I French.

SUMMER SCHOOL MATH MAKE-UP COURSES

Refer to the "Summer School Registration Request Form For New Students" available on <http://www.johnabbott.qc.ca/academics/summer-school-information> for detailed information. Please note that space is limited and that registration is on a **first-come, first-served basis**. Avoid disappointment and register early. Courses are subject to cancellation due to insufficient enrollment.

John Abbott College offers students who wish to take Math 201-016-RE (equivalent to Math 064-406/065-406 Grade 10 Technical and Scientific Option) or Math 201-015-RE (equivalent to Math 064-506/065-506 Grade 11 Technical and Scientific Option) the opportunity to do so during the summer. Summer courses begin **in the first week of July and will end in early August**. Courses are offered 4 or 5 half-days a week, depending on the course. There is a \$21.00 registration fee plus the tuition costs of \$2.00/course hour.

In July, the Admissions Office will verify the status of all students registered for summer math courses. Anyone who does not have their high school diploma and does not meet CEGEP entrance requirements on that date will be charged tuition fees of \$6.00/course hour.

INFORMATION SESSIONS FOR NEW STUDENTS

You will learn about:

- Your program and diploma requirements
- Registering for your courses
- Choosing your first semester courses
- Using your registration materials

All new students will be receiving an invitation by MIO (Message in Omnivox) in May if admitted in round 1 or 2, and in June for round 3.

INFORMATION EVENING

This information evening is designed for the parents of new students admitted to a pre-university program, and the parents and students admitted to a career program. This year's event will be held on Wednesday, May 27, 2020. An invitation will be sent.

ORIENTATION

Orientation is a half-day information session held in August for new students. It is designed to give students the information they need to prepare for college studies. In June, all new students will be receiving further information about orientation on Omnivox.

STUDENT ACCESS CENTRE

If you have a learning disability, physical disability or medical condition that warrants accommodations, visit the Access Centre's web page (<http://www.johnabbott.qc.ca/access-centre>) as soon as possible to begin the intake process. Services also include sessions on time management, organizational and success skills workshop. The office is located in Herzberg Building, room H-129.

ACADEMIC SUCCESS CENTRE

The Academic Success Centre acts as the effective study skills resource on campus, and is open and relevant to all JAC students. Students can receive study skills support (time management, note taking, reading academic texts, essay writing) as well as staff tutoring, drop-in and peer content tutoring. The ASC also hosts many student-centric events throughout the academic year, from book clubs to writing contests to volunteer appreciation gatherings. The Academic Success Centre is located in Herzberg Building, room H-139.

FIRST-YEAR COLLEGE EXPERIENCE OFFICE

The First-Year College Experience Office, located in the Herzberg building room H-119, is responsible for developing programs that assist first-year students in their transition from high school to CEGEP. The Education Advisor works with the College community toward providing outreach programs and services to students, parents, faculty and staff. An open door concept, students are encouraged to drop by the office with their questions or send an MIO (message in Omnivox) to First-Year College Experience Office when needed. Parents are welcome to contact us at student.success@johnabbott.qc.ca or 514-457-6610 x5286 to speak with the Education Advisor.

HOUSING

John Abbott College offers the finest in on-campus accommodation in the newly renovated Stewart apartments. The building provides housing to 191 full-time day students in fully furnished, apartment-style living. The building is connected to the rest of the College, allowing easy access to classrooms, the library, as well as the Casgrain Sports Centre. The apartments are administered by the Housing Services Manager and the live-in Assistant Manager, who work with resident assistants to ensure the smooth operation of the apartments. Cultural, social and educational activities are planned for all the residents by the Housing staff with input from residents.

Candidate eligibility will be based on distance from and accessibility to the College. Deadline for application is May 1. Application forms will be available as of March 1 on the College website www.johnabbott.qc.ca/housing. The Housing Services department also aids students with off-campus accommodations. For more information, please call 514-457-6610, ext. 5234.

COUNSELLING SERVICES

This service's role is to help students attain their personal goals in the areas of career, educational, social and personal development. They are here to listen to students' concerns and to help them develop insight and strategies to stay motivated and focused on their goals. The service provides short and medium-term individual personal counselling as well as career counselling and exploration (in a small group format). Aside from a nominal charge for career testing, services are free and confidential. Student Services is located in Herzberg Building, room H-138.

REGISTRATION INFORMATION

All new students register using the Omnivox Course Registration Module. You will be assigned an individual registration date and time between August 4-11. In the last week of June, you may obtain your specific registration time by clicking on the Course Registration Module.

In late June, check the JAC website for the Course Calendar (www.johnabbott.qc.ca/cc) and your Omnivox JAC Portal for the schedule of classes. You may also view this document on the JAC Portal in the Registrar's Office Community.

Using the Omnivox Online Schedule Module, you may view the courses in which you have been pre-registered (if applicable).

Please note: Depending on your final grades on your *Ministère de l'Éducation Relevé des apprentissages*, some changes may be made to your pre-registration during the last week of July.

REGISTERING FOR YOUR COURSES

You will register for your courses online using the Omnivox Course Registration Module. Even if you are pre-registered, you may be required to use the Omnivox Registration Module to add General Education courses (English, Humanities, French, Physical Education or complementary). Please refer to your progression chart on Omnivox (JAC Portal).

REGISTRATION HELPLINE

If you need help during the registration period, you may contact the Registration Helpline.

Phone:..... 514-457-6610, ext. 5360 or 5363

Email:..... registration.help@johnabbott.qc.ca

Date:..... August 4-11

Time:..... Monday-Thursday 10:00 a.m.-6:00 p.m.
Friday 8:30 a.m.-12:00 p.m.

Please note: You will only be able to obtain your schedule after 7:00 p.m. the day AFTER your registration appointment.

PROGRAM ADJUSTMENTS

If you change your mind about wanting to register in the program to which you were accepted, a PROGRAM ADJUSTMENT may be requested by sending an MIO to the Admissions Office (do not use the Omnivox Program Change module) once you have received your final *Relevé des apprentissages from the Ministère de l'Éducation*, provided space is still available in the program into which you wish to transfer. For further information, please contact the Admissions Office in Herzberg Building, room H-128.

The Admissions Office hours are: Monday-Friday 8:30 a.m. - 4:30 p.m.

SUMMER HOURS

During the summer, the College closes at noon on Fridays.

STUDENT COURSE VALIDATION

Between September 21-25, all students must confirm their attendance in the courses in which they are registered.

ADMISSIONS ELIGIBILITY VERIFICATION

QUÉBEC HIGH SCHOOL

In July, the Admissions Office reviews the Secondary V results from the *Ministère de l'Éducation*. This is to ensure that all students have obtained their Secondary V Diploma and have passed all of the necessary courses to fulfill entrance requirements for John Abbott College, as well as any specific program prerequisites. A student who thinks he or she is going to fail a course should inquire (at his or her own high school) about writing a supplemental exam, or attending summer school. If you are writing a supplemental exam, **you must notify the Admissions Office**. It is the student's responsibility to ensure that all admissions requirements have been met BEFORE classes begin. Failure to fulfill admissions requirements before classes begin will result in the cancellation of a student's acceptance.

OUT OF PROVINCE STUDENTS

If you have completed or are completing your secondary school education in another province, you must provide the Admissions Office with an official transcript indicating successful completion of your Secondary School Diploma and/or specific program prerequisites. **These grades must be received by the first day of classes.** Failure to comply with this request could jeopardize your acceptance.

FEES: Students who do not qualify for Québec Resident Status will be subject to tuition fees in the amount of \$1572.00 per semester. These fees will appear on your Payment Centre in Omnivox and are due by the first day of classes. **Please note that this amount is subject to change.**

OUT OF COUNTRY STUDENTS

If you have completed or are completing your secondary school education in another country, you must provide the Admissions Office with an official transcript indicating successful completion of your Secondary School Diploma by the first day of classes. Failure to comply will result in the cancellation of your acceptance.

STUDENT VISA: You must provide the Registrar's Office with a copy of your Student Visa and C.A.Q. by the first day of classes. Failure to comply will result in the cancellation of your acceptance.

ADVANCED STANDING/TRANSFER CREDITS

If you have already completed courses at CEGEP, university or grade 12, you may be eligible to receive credit(s) for these courses.

If admitted in Round 1 or 2, you will receive an MIO (message in Omnivox) in May from the Academic Advising department to inform you of the results of the evaluation of your file and the process you need to follow if applicable. If admitted in Round 3 you will receive this MIO in June.

REFUND POLICY AND PROCEDURE

Once you have confirmed your acceptance and wish to cancel it, you must submit a written notification to the Admissions Office either in person, by MIO (to Admissions Office), or by email to admissions@johnabbott.qc.ca. Include your name, student I.D. number, program and reason for cancellation.

**If your notification is received BEFORE August 20, 2020
you will receive a \$142.00 refund.**

**If your notification is received BETWEEN August 21 and
September 18, 2020, you will receive a \$71.00 refund.**

A cheque will be mailed to your address, as it appears on Omnivox, after September 18.

HOW MUCH WILL IT COST?

There are no tuition fees for Québec residents. However, that does not mean that there are no costs involved with studying in CEGEP. The following information will give you an idea of what you might be expected to pay so that you can be more financially prepared for your college studies.

BOOKS:

Every semester, you will be expected to purchase textbooks for the classes in which you are registered. The cost of textbooks varies from program to program and from class to class within a program, so the figures that follow are approximate and constitute a range of what you might expect to pay per semester.

The figures were obtained by doing a survey of actual College Campus Store costs for a selection of students registered in each program.

The costs shown below are provided to you as a budget-planning tool only and are subject to change. Second-hand books are sometimes available through the College Campus Store and are also posted for sale by students on the Secondhand Book List posted on Omnivox.

Program name	Book price range per semester	Equipment and materials
Arts, Literature & Communication	From \$200 to \$400	\$50
Biopharmaceutical Production Technology	From \$200 to \$300	\$250 to \$300
Business Administration	From \$270 to \$500	\$50
Commerce	From \$300 to \$600	
Computer Science	From \$350 to \$450	
Dental Hygiene	From \$300 to \$700	Approximately \$6,500
Engineering Technologies	From \$420 to \$700	\$50 to \$75
Graphic & Web Design	From \$300 to \$400	\$200
Information and Library Technologies	From \$150 to \$300	\$60 to \$100
Liberal Arts	From \$320 to \$450	
Nursing	From \$500 to \$1000	\$600 to \$1,200
Police Technology	From \$150 to \$320	\$150 to \$300
Paramedic Care	From \$150 to \$300	\$800 to \$900
Professional Theatre	From \$150 to \$225	
Science	From \$320 to \$450	
Social Science	From \$320 to \$450	
Visual Arts	From \$250 to \$350	\$30 to \$130
Youth and Adult Correctional Intervention	From \$250 to \$320	\$200 to \$300

ADDITIONAL COSTS:

Extra costs might be incurred for items over and above book costs, for example:

- A physical education course might have a travel fee or might require the purchase of specific clothing or equipment.
- A photography class would require the use of a 35mm or digital camera and the purchase of film and photographic paper.
- An English class might involve seeing a play requiring the purchase of a ticket or might have a travel fee.
- A science class would require the purchase of a lab coat and safety glasses.
- A visual arts class could have extra costs related to the purchase of art material.
- A first semester nursing student must purchase a uniform, shoes, watch, stethoscope, scissors, pay for immunizations and register with the Order of Nurses.

SEMESTER FEES

You will be required to pay the following fees every semester:



Registration Fee	\$20.00
Educational Support Fee	\$25.00
Student Services Fee	\$72.00
Student Association Fee	<u>\$45.00</u>
	\$162.00

(amounts subject to change)

The above are just some of the items that could affect your budget. For more information, contact the Financial Assistance Services at 514-457-6610 ext. 5540 or email fas@johnabbott.qc.ca.

2020-2021 SCHOOL YEAR SEMESTER DATES AND OFFICIAL SCHOOL CLOSURES

Fall 2020 Semester

August 20	Classes begin
September 7	Labour Day – College closed
October 12	Thanksgiving – College closed
October 13	Wellness day / study day
November 27	Wellness day / study day
December 8	Last day of classes
December 11	Exam period begins
December 22	Exam period ends
December 24 to January 3	Holidays – College closed

Winter 2021 Semester

January 4	College re-opens
January 18	Classes begin
March 1 to March 5	Study Break – No classes
April 2	Good Friday – College closed
April 5	Easter Monday – College closed
May 11	Last day of classes – A Friday schedule
May 14	Exam period begins
May 24	Victoria Day – College closed
May 26	Exam period ends

**Dates subject to change without notice. See Academic Calendar on the JAC website for more information.*

PARKING ON CAMPUS

Parking on campus is **extremely limited**. Even if you have a valid parking decal, it **DOES NOT** guarantee you a parking space. As schedules vary, and the number of students and staff on any given day or time fluctuates, we cannot accommodate everyone, even if they have purchased a decal¹. Note that Security Services will **ticket cars parked in unauthorized areas at all times**.

We fully encourage the use of the Omnivox Carpooling module which allows you to search for other participants (drivers or passengers) living nearby and sharing similar schedules. We also promote the use of public transportation (bus and/or train). Walking and biking to the College is also an option, as we have multiple bike racks.

¹For complete information on parking and how to obtain a decal please visit johnabbott.qc.ca/parking

PUBLIC TRANSPORTATION

John Abbott College is serviced by six STM bus lines: 200, 211, 212, 405, 411 and 419. The 200 and 419 are your connection to the Fairview bus terminal and to many municipalities on the West Island. The 211, 405, and 411 run between Sainte-Anne-de-Bellevue and the Lionel Groulx Metro station downtown.

EXO (CIT La Presqu'île) offers three bus routes: the 7 which offers service to and from the Vaudreuil train station, and the 35 and 44, which offer service to and from Pincourt, Ile Perrot and the Dorion train stations.

EXO offers train service to Sainte-Anne-de-Bellevue on the Vaudreuil-Hudson line. More detailed information can be obtained at www.stm.info or exo.quebec.

REDUCED-FARE OPUS CARD

All **full-time** students are eligible to use public transportation at a reduced rate. The STM provides a personalized OPUS card mandatory for this privilege.

Cards can be obtained on campus at the beginning of the fall semester.

You can also go to the OPUS card delivery office (the STM photo studio at Berri-UQAM station) with the following:

- Go to your omnivoX account and click on Opus card form and download the confirmation of attendance letter.

More detailed information can be obtained at <http://www.stm.info>.



FREQUENTLY CALLED NUMBERS

MAIN PHONE NUMBER: 514-457-6610

ADMISSIONS

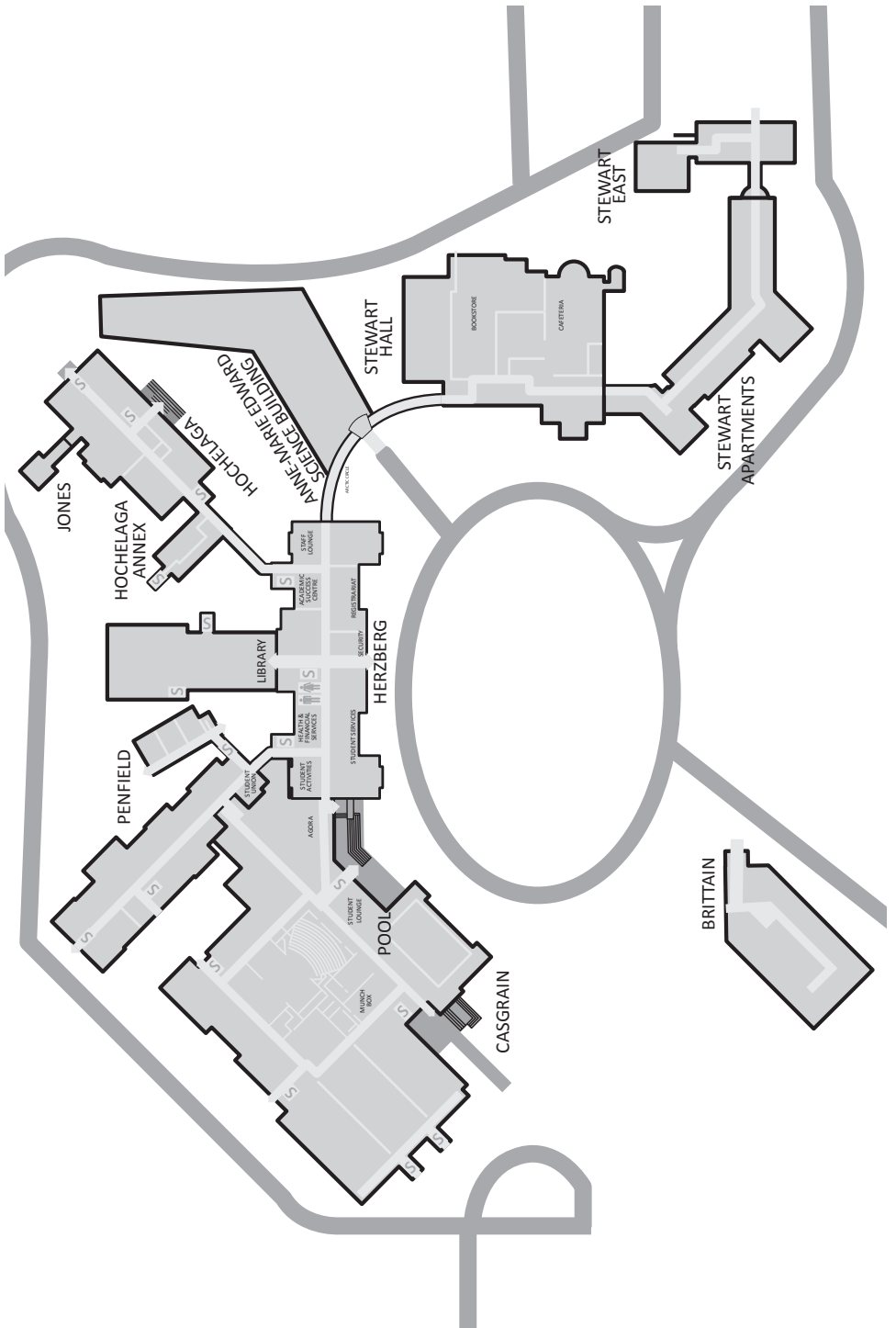
ext. 5358, 5355, 5361

REGISTRATION HELPLINE

ext. 5360, 5363

STUDENT SERVICES

Academic Advising	ext. 5290
Academic Success Centre	ext. 5285
Counselling	ext. 5292
Financial Assistance	ext. 5540
First-Year College Experience Office	ext. 5286
Housing Services	ext. 5234
Indigenous Student Resource Centre	ext. 5032
International Programs	ext. 5469
Sports & Recreation	ext. 5324
Student Access Centre	ext. 5398
Student Activities	ext. 5320
Student Employment Centre	ext. 5315



Admissions

514-457-6610 ext. 5358, 5355, 5361
admissions@johnabbott.qc.ca

Omnivox

johnabbott.omnivox.ca

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