



Program Start Date & Important Information Winter 2022 Semester Gander Campus

We will be having online advisory sessions with students to review the semester plan for their program of study. It is important you attend these advisory sessions (as scheduled in the table below) and your scheduled classes on the date and time indicated for your program. An online meeting request link will be sent by your instructor prior to the start date. Regular classes will begin for students **online** on **Monday, January 10, 2022**.

Program/Class	Start Date/Time	Start Time	Location
AME 2001	Thursday January 6, 2022	9:30 a.m.	Online
AME 2002	Thursday January 6, 2022	10:30 a.m.	Online
AME 2101	Thursday January 6, 2022	11:30 a.m.	Online
AME 2102	Thursday January 6, 2022	1:30 p.m.	Online
Aircraft Structural Repair	Thursday January 6, 2022	2:30 p.m.	Online
Automotive Service Technician	Thursday January 6, 2022	9:30 a.m.	Online
Advanced Automotive Service Technician	TBD		
CAS Transition	Thursday January 6, 2022	10:30 a.m.	Online
Executive Office Management	Thursday January 6, 2022	9:30 a.m.	Online
First Year Engineering Technology	Thursday January 6, 2022	11:30 a.m.	Online
Hairstyling	Thursday January 6, 2022	1:30 p.m.	Online
Instrumentation & Control Technician	Thursday January 6, 2022	2:30 p.m.	Online

Schedules

Winter semester schedules will be available from your instructor at the start of the semester.

Tuition and Fees

Tuition and fees for Winter semester 2022 can be paid prior to the start date of classes and after classes have begun. The deadline for payment of Winter semester fees is **Tuesday, February 1, 2022**. Fees can be paid online under your MY CNA account, or at the Student Services Center. Please contact Colleen Harris or Diane Snow regarding payment of your tuition/fees at colleen.harris@cna.nl.ca and diane.snow@cna.nl.ca or by telephone at 709-651-4800.

Credit Transfer/Exemption/PLAR

Deadline for submission of Credit Transfer/Exemption/PLAR requests is **Tuesday, January 11th**. Please contact Colleen Harris for more details: colleen.harris@cna.nl.ca.

Adding/Dropping Courses

Last day to add courses is **Tuesday, January 18, 2022**.

Last Day to drop courses without academic prejudice is **Monday, March 1, 2022**.

Students must complete the Change in Course Registration Form and present it to the Student Services Centre for processing to add or drop a course. If you have any questions, please reach out to Colleen Harris, Admissions Officer at colleen.harris@cna.nl.ca or by telephone at 651-4802.

Student Loan Processing

Students who are currently enrolled in the 2021-2022 academic year and have not had a loan previously and need to apply may do so. If you have any questions regarding your student loan, please contact Celena Alcock, Student Development Officer at celena.alcock@cna.nl.ca or by telephone at 709-651-4819.

Bookstore

Textbooks can be purchased at the College bookstore for Winter semester. Information on required textbooks can be found at College of the North Atlantic (MyCNA) . For online students textbooks can be purchased online. For information, please contact Linda Purchase, Storekeeper II at linda.purchase@cna.nl.ca or by telephone at 709-651-4816.

Health and Dental Plan:

For information, please contact Mary Ellen Alexander, Student Health and Dental Plan Advisor at Mary-Ellen.Alexander@cna.nl.ca or by telephone at 709-643-7927. You can also view information online: <https://www.cna.nl.ca/MyCna/Personal-Support/Health-and-Dental.aspx>.

Online Check In

CNA has implemented a mandatory electronic check-in process that officially lets CNA know you are in attendance this semester (this is also required to receive your student loan).

Online Registration must be completed in order to complete the process. The check-in process is available via Self Service: <https://ps-web1.cna.nl.ca/psp/CSPROD/?cmd=login>. Please check in on your first day of classes.

Accessing Online Courses:

How to access D2L Course Shells: <https://www.cna.nl.ca/events/orientation/sdo-speeches/all/Accessing-D2L-Course-Shells-in-BrightSpace.pdf>

How to access Microsoft Teams: <https://www.cna.nl.ca/events/orientation/sdo-speeches/all/how-to-use-teams.pdf>

If you have any questions or concerns about the winter semester, please feel free to contact us by telephone at (709) 651-4800.