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**Winter 2024 Semester – Tuesday, January 2, 2024
Academic Advising/Confirmation of Enrollment Schedule
Grand Falls-Windsor Campus**

Welcome to College of the North Atlantic and welcome back to our returning students!

Your attendance at the sessions noted below on **Tuesday, January 2, 2024** is required. You will meet at the location indicated for the **Academic Advising/Confirmation of Enrollment Session** where you will be given an enrollment form that you will review with an academic advisor and then sign. Academic advisors will then collect the forms. This form is required to complete your enrollment.

Program	Start Time	Location
Accounting and Financial Management– Year I Strategic Human Resources Management– Year I	1:00 p.m.	Room 315
Business Management Accounting/HRM – Year II & III	2:30 p.m.	Room 315
CAS Transfer College-University	10:00 a.m.	Room 308
CAS Transition	9:00 a.m.	Room 316
Executive Office Management – Year I	10:00 a.m.	Room 330
Executive Office Management – Year II	11:00 a.m.	Room 330
Medical Laboratory Assistant	1:30 p.m.	Room 325
Mental Health & Addictions	2:00 p.m.	Room 406
Personal Care Attendant	1:30 p.m.	Room 323-A
Practical Nurse – Year I - January 3, 2024	1:00 p.m.	Room 309
Practical Nurse – Year II - January 3, 2024	9:00 a.m.	Room 309

Classes will begin for all on-campus students on **Wednesday, January 3, 2024**, unless you are otherwise notified. Class schedules will be provided when you arrive in January. Program cost forms are available on our Grand Falls-Windsor campus webpage (visit explore our campuses at www.cna.nl.ca).

Tuition and Fees

Tuition and fees for Winter semester 2024 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, January 30, 2024**. Fees can be paid online under your MyCNA account, or directly to the cashier in the Student Services office. Please contact Ann Anstey, Cashier regarding payment of your tuition/fees at ann.anstey@cna.nl.ca or by telephone at 709-292-5621.

Adding/Dropping Courses

Last day to add courses is **Tuesday, January 16, 2024**.

Last Day to drop courses without academic prejudice is **Tuesday, February 27, 2024**.

Students must complete the Change in Course Registration Form and present to the Student Services Office for processing to add or drop a course. If you have any questions, please reach out to Viva Cater, Admissions Officer at viva.cater@cna.nl.ca or by telephone at 709-292-5622.

Student Loan Processing

Students who are currently enrolled in the 2023-2024 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 see Rob Hillier, Student Development Officer at robert.hillier@cna.nl.ca or by telephone at 709-292-5647.

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 Dorothea Hennifent, Storekeeper II at Dorothea.hennifent@cna.nl.ca or by telephone at 709-292-5618.

Health and Dental Plan:

Any **new** full-time students enrolled in a college program of fifteen (15) weeks or longer must have health and dental insurance. You will be required to purchase insurance unless you provide proof of alternative coverage. You may opt out online by visiting [College of the North Atlantic - Health and Dental \(cna.nl.ca\)](#). Opt-out instructions are included in this link. The last day to opt out of Health & Dental is **Tuesday January 30, 2024**. For information, please contact Mary Ellen Alexander, Student Health and Dental Plan Advisor at MaryEllen.Alexander@cna.nl.ca or by telephone at 709-643-7927.

If you do not provide proof of alternate coverage, you will be required to purchase single coverage for \$315.12.

If you have any questions or concerns, please feel free to contact us by telephone at (709) 292-5600.