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Program Orientation Session Winter 2024 Semester Seal Cove Campus

It is important you attend the session at the date and time indicated for your program. Classes will begin for all on campus Entry Level and Apprenticeship students on **Tuesday, January 2nd, 2024**

Program	Start Date/Time	Start Time	Location
Constructional/Industrial Electrician Advanced Apprenticeship Level 4	Tuesday January 2, 2024	8:30 am	Room SC231
Constructional/Industrial Electrician Advanced Apprenticeship Level 2	Tuesday January 2, 2024	8:30am	Room SC210
Constructional/Industrial Electrician Advanced Apprenticeship Level 2	Tuesday January 2, 2024	8:30am	Room SC207
Powerline Technician Advanced Apprenticeship	Tuesday January 2, 2024	8:30 am	Room SC131
Constructional/Industrial Electrician Program-Based Orientation- Group E1	Tuesday January 2, 2024	8:30 am	Room SC250
Constructional/Industrial Electrician Program-Based Orientation – Group E2	Tuesday January 2, 2024	8:30 am	Room SC201
Powerline Technician Program-Based Orientation	Tuesday January 2, 2024	8:30 am	Room SC293
Instrumentation and Control Technician Program-Based Orientation	Tuesday January 2, 2024	8:30am	Room SC117
Heating Systems Technician	Tuesday January 2, 2024	8:30am	Room SC205
Records Information Management	Tuesday January 2, 2024	9:00 am	Room SC241

First day, January 2nd, 2024, instructors will distribute registration forms to on-campus students. Be sure to check your form for accuracy, sign it, and return to your instructor. These forms are required for your enrollment.

Schedules

Winter semester schedules will be available at Student Services Office or from your instructor at start of semester. **Your Class Schedule** is available online at: [College of the North Atlantic - Seal Cove Campus \(cna.nl.ca\)](https://www.cna.nl.ca/College-of-the-North-Atlantic-Seal-Cove-Campus)

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 30th, 2024**. Fees can be paid online under your MY CNA account, or directly to the cashier in the Student Services office. Please contact Christine Corbett, Cashier regarding payment of your tuition/fees at christine.corbett@cna.nl.ca by telephone at 709-744-6846.

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 Elaine Piercy, Admissions Officer at elaine.piercey@cna.nl.ca or by telephone at 709-744- 1059.

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 Marlene Furlong, Student Development Officer at marlene.furlong@cna.nl.ca or by telephone at 709-744-6841.

Bookstore

Textbooks can be purchased at the College bookstore for Winter semester.

Your Textbook List will be provided by your instructor the first day of Winter Semester Classes.

For information, please contact Jeff Bishop, Storekeeper II at Jeff.Bishop@cna.nl.ca or by telephone at 709-744-6823.

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 \(cna.nl.ca\)](https://www.cna.nl.ca/College-of-the-North-Atlantic-Health-and-Dental). Opt-out instructions are included in this link. The last day to opt out of Health & Dental is **Tuesday, January 30th, 2024**. 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.

If you do not provide proof of alternate coverage, you will be required to purchase single coverage for \$460.44.

If you have any questions or concerns regarding your first days at the Seal Cove Campus, please feel free to contact us by telephone at (709) 744-2047.

Please respect our campus as a scent free zone. The College of the North Atlantic is pleased to offer a smoke free facility.