



St. Lawrence
CEGEP CHAMPLAIN

January 2021



WINTER 2021 STUDENT GUIDE

WELCOME

**TO THE 2021
WINTER
SEMESTER!**



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How will my classes be delivered for the Winter semester?

Unless directives from the Ministry change during the semester, all courses for the Winter 2021 semester will be online, except for science laboratories which will be held on campus. If at one point we have the authorization from the government, other punctual class activities, such as exams, could take place on campus throughout the semester. You will then be informed by your teachers of the time and date of such in presence activities.

Once the semester has started, which entrance should I use to access the College?

You will access the College using entrance B (parking). Upon arrival, you will need to identify yourself **using the QR code** posted on the doors and proceed to washing your hands. This door will be open from 8.30 a.m. to 4.00 p.m.

After 4.00 p.m., students will have to use entrance B.

Do I have to wear a mask in the College?

Wearing a **procedure mask** is mandatory everywhere inside the College. You can only remove your mask once you are seated in a classroom alone or while eating respecting social distancing. As requested by the Ministry, the classrooms will be arranged to allow each student to be 2 meters apart. During laboratories, wearing a procedure mask will be mandatory as well as respecting other safety measures. If you forget your mask, it will be possible to purchase one for \$2 at the reception desk.

Get a move on

Gabriel Larose
Science Student
& basketball coach



Leader.

SCHEDULE & CLASSES

FIRST OFFICIAL DAY

Monday, January 25, 2021

Click [here](#) to access the 2021 Academic Calendar.

CLASSES

Unless directives from the Ministry change during the semester, all courses for the Winter 2021 semester will be online, except for science laboratories which will be held on campus. Other punctual class activities, such as exams, may take place on campus throughout the semester. You will then be informed by your teachers of the time and date of such in presence activities.

SCHEDULES

Schedules and important academic dates were made available via Omnivox.

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Gabriel Larose
Science Student
& basketball coach



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SCHEDULE & CLASSES

OFFICIAL COURSE WITHDRAWAL DATE

The deadline to withdraw from a course without penalty is
4:00 p.m. Friday, February 12, 2021.

COURSE CHANGES

Please refer to the MIO sent to you by Alexandre Roussel.

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Sophiya Potey
Science Student



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COMMUNICATION

This semester, more than ever, it is imperative that you check your MIO's and Omnivox News section. These will be the main means of communication by St. Lawrence.

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BOOKSTORE

- Access the *Bookstore Express* here: <http://BookstoreSLC.crc-sher.qc.ca/> as of Friday, January 15, in the morning.
- Choose the books you want to purchase
 - Please note that your book list is associated to your current class schedule. If you wish to change courses, please wait for your new schedule before buying your books. It will be possible to come back on campus to get your books after the Welcome Days once your schedule is adjusted.
- Between January 15 and 22, you will need to enter the College by using Door B (parking entrance). Only the books in inventory will be available for purchase. If NA is shown online next to your book, it means your book is not in inventory and will have to be purchased later.
- Enter email to receive your payment receipt. KEEP THIS EMAIL. We will need to see it when you pick up your books.
- Books will be ready two business days after your order. For example, if you place your order between Friday 3:00 p.m. and Sunday night, your order will be ready for pick-up the following Tuesday. Present yourself at the college with your student card and your receipt to pick up your order. From January 18 to 29, 2021, Bookstore orders will be distributed in the auditorium and open hours will be from 8:00 to 16:00.

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Break barriers

Annie Bélanger
French Teacher
& former student



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BOOK RETURNS

Returns will be processed between **February 8 to 26, 2021 ONLY**.

Refunds will be handled as follows:

You must have all original receipts. If your book was wrapped, you must bring it back wrapped. No refunds or exchanges for unwrapped books.

No refunds on all course packs.

No refund on lab coats, calculators, molecular fits, SLC clothing, eyeglasses, masks & cards (ENG).

If a book has publisher's misprint/default, an exchange will always be given.

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Sophiya Potey
Science Student



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LABS

Five different classrooms (328, 344, 350, 351, and 372) will be reserved for students who need to attend an online class before or after a lab.

You do not need to reserve a seat as they will be accessible on a first come first serve basis.

You will be able to connect to the College's Wi-Fi network.

For personal work, the library as well as the Atrium of the Student Centre will be accessible.

WORKSHOPS

Most workshops will remain available throughout the semester. More information to come in upcoming weeks.

Business | English | Math | Methodology
Français | Science

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ONLINE COURSES

Online class information (calendar of live sessions, platforms used, etc.) can be found in the course outline. Initial contact will be made through LEA and MIO.

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SURVIVAL GUIDE

SLC is happy to provide you with the Student Survival Guide to self-assess your readiness for college success. You can keep these resources as a reference to help you along your way.

<https://slc.qc.ca/students/student-life/student-survival-guide>

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COURSE CHANGES

The deadline for course changes is 4:00 p.m. on **Friday, January 29, 2021**. The college reserves the right to make changes to the timetable without notice. Make sure to check your schedule on a daily basis for changes. If you are no longer attending St. Lawrence and have received a schedule, please contact Betty Ableson (bettya@slc.qc.ca) immediately to cancel your registration. You must use the Course Schedule Modification Module, which was activated at the same time as the schedules were made available and will remain open until 4:00 p.m. on Friday, January 29, 2021. This module allows you to view other schedule possibilities depending on the number of spots available in a given class. There may be no other schedule for your program when you try viewing possibilities; however, you may use the Course Schedule Modification Module at different times during the day since other students may drop a course at any time. A \$25.00 fee will be charged for every schedule modification you make.

Only students with the following reasons may meet an advisor for schedule changes by contacting Alexandre Roussel by Mio:

- You are missing one or more courses.
- You have too many courses in your schedule.
- You failed a course and no longer have the prerequisite to take a course.
- You have no lunch hour in your schedule.
- You have a medical reason (medical note required).

Note: You must officially withdraw from a course by meeting with the Academic Advisor, Alexandre Roussel, if you do not want to receive a failing grade. No longer going to class is not considered an official withdrawal.

IMPORTANT: Dropping a course has an immediate and direct impact on your academic progression. The College cannot guarantee in which semester an abandoned course will be offered again. Dropping out of a prerequisite course may extend the duration of your studies. Contact Alexandre Roussel before choosing to stop attending a course.

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Run the show



Maryna Rusakova
Science Student



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ACADEMIC FEES

FEES FOR SPECIAL SERVICES	COST
Additional Copy of Student Schedule, Tax Receipts, or other receipts and documents	\$10
Analysis of Dossier to convert a DEC sans Mention to a regular DEC	\$20
Analysis of Dossier requiring a manual DEC request	\$100
Attestation of Attendace	\$10/request
Course Outlines (for prior semesters)	\$10/outline
Equivalence Request	\$25/request
Late Payment Fee (pending Board approval)	\$25
Late Registration Fee	\$50
Mailing of Diploma	\$15
Transcripts – Student Copy	\$10/copy
Transcripts – Official Transcript	\$20/copy

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Light the way

Vincent-Jean Dubé
Student Activities Counsellor
& former student

FINANCIAL AID

For information on Government Loans & Bursaries and contact information, click [here](#).

For all other scholarships or bursaries, more information can be found [here](#).

Send a MIO to Joanne Gosselin for more information.



Get a move on

Gabriel Larose
Science Student
& basketball coach

ST. LAWRENCE
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STUDENT ID CARDS

All St. Lawrence students must obtain their electronic student ID card through Omnivox. This confirms their student status and gives access to various student services such as the library, room reservations and many other services. This digital card is renewed every year. To access this digital student card from your mobile phone, you must download the Omnivox mobile app through the Apple Store or Play Store.

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IT & COMPUTER HELP

A Computer Technician can help you if there are problems with computers installed in classrooms or labs. You are responsible for your own laptop computers, Internet connection or other electronic devices, including their maintenance and security.

You can contact a Computer Technician by sending an email to ITSupportStlo@crcmail.net.

Plus, you can consult this helpful [IT Quick Tips](#) page.

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Break barriers

Annie Bélanger
French Teacher
& former student

HEALTH & SOCIAL SERVICES

Many services are at your disposal to ensure your success while here at St. Lawrence. Don't hesitate to use them, they are free! **Click on the title** that interests you.

Adapted Services

Provides the necessary accommodations for students who have special needs, in order to foster their integration, as well as success in their learning, both in general education or continuing education

Psychosocial Services

A safe space to talk about difficulties you are experiencing at school, in your relationships or personal life.

Career and Guidance Counselling

Addictions Counsellor

School Nurse

The school nurse, Kathleen Mulligan, provides various services. All services are free and confidential.

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Maryna Rusakova
Science Student



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LIBRARY

How to reserve a book or access online research:

- Do a research online in our [catalog](#) and/or reserve a book (place hold once you found the book you need), the library will contact you once ready for pick-up: <https://crc.koha.collecto.ca/>
- Or, while following Covid rules, simply drop by the library between 8:00 am and 3:30 pm, Monday and Tuesday or between 9:00 am and 3:30 pm Wednesday and Thursday, and ask one of our friendly clerks to look up the book / document for you!

Contact info: circulation@crcmail.net or 418-656-6921 ext. 4203 and 4202

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Sophiya Potey
Science Student



PARKING

The number of parking spaces is limited at or around the College. No parking permit will be sold to students for the entire Winter semester. Access to the campus parking will be on a first come first serve basis and you will be charged a daily rate.

Parking spaces can possibly be rented at neighboring apartments: Pavillon Montcalm (418) 656-0553 and there is a parking area down on Nérée-Tremblay at the *Coopérative funéraire du Plateau*. For information, please see the receptionist.

Never park at the Pyramid. They will tow your car immediately.

Visit our [website](#) for more options.

Break barriers



Annie Bélanger
French Teacher
& former student

LOCKERS

Lockers will not be distributed to students during this Fall semester. You will need to carry your personal belongings with you.

For laboratories, a space will be provided so that you can securely leave your personal belongings near your lab room.



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FOOD SERVICES

CAFETERIA

Cafeteria will be closed this semester due to COVID-19. Vending machines will not be functional.

MICROWAVES

Microwaves will not be functional this Fall semester. We suggest you bring a cold meal or thermos. Spaces will be provided for you to eat in the cafeteria if the two-metre social distancing measure is respected.

Water fountains will not be available. However, it will be possible, in predetermined areas, to fill your own reusable water bottle.

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Gabriel Larose
Science Student
& basketball coach

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GYM & FITNESS CENTRE

It will not be possible to use the gymnasium, yoga room and fitness centre for the time being.

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