

Department and Service Area Quick Reference Guide



ACADEMIC DEAN'S OFFICE

The Academic Deans' Office supports the academic operations of the College, including program and course offerings, staff onboarding, and academic aspects of student affairs.

College Drive
705.474.7600 ext. 5170

Commerce Court
705.474.7600 ext. 5628

academic.deansoffice@canadorecollege.ca
academic.timesheets@canadorecollege.ca

ADMISSIONS OFFICE

canadorecollege.ca/admissions

Canadore's Admissions team is available to help students, from applying to college, to registering for classes, to adding/dropping classes and all the way to convocation.

- Register for programs/courses: Full-Time, Part-Time, Continuing Education
- Keep personal information up-to-date
- Add or drop courses, program changes
- Transfer credits
- Acquire official transcripts
- Obtain certificate/diploma

admissions@canadorecollege.ca
international.admissions@canadorecollege.ca

College Drive 705.474.7600 ext. 5123
Commerce Court 705.474.7600 ext. 5720
Aviation 705.474.7600 ext. 5266

CAMPUS SHOP

bkstr.com/canadorecampusstore

The Campus shop offers supplies, traditional books, textbook rentals, stationery, software, hardware, gifts, clothing and accessories. All items are available year-round. Students can also access online books, textbook rentals, eTexts and book borrowing.

canadorec@bkstr.com
705.474.7600 ext.5347

CAMPUS FOOD BANK

Canadore Student Emergency Food Banks are located at each campus for students in need:

- Aviation Campus, Y237
- College Drive Campus, G223
- Parry Sound Campus, 126

To use the food bank, students must complete the Food Bank Acknowledgement letter and Food Bank Application form. Accepted students will be required to show a valid student card when accessing the food bank. Students are limited to 1 bag per month, with a maximum of 3 visits per semester.

Lise Paxton, Student Life Coordinator
705.474.7600 ext. 5301
lise.paxton@canadorecollege.ca

CAMPUS HEALTH SERVICES

canadorecollege.ca/canadore-students-council/support/campus-health-services

Canadian Shield Health Care Services provides students with convenient access to a wide array of medical services including primary health care, sexual health, immunizations, first aid, communicable disease screening, mental health, and rehabilitation services. We anticipate additional services – such as laboratory (bloodwork & urinalysis) – to be provided as needs are identified.

To meet the growing needs of the campus, we have multiple physicians, nurses, mental health clinicians, and a kinesiologist regularly scheduled on-campus. These services are provided within The Village – Room V304. You'll also find scheduled remote clinics at our **Commerce Court, Aviation, and West Parry Sound** campuses.

NOTE: This is a OHIP covered and Fee-For-Service model. Ensure your student insurance provides coverage for the services you are requesting.

705.618.7233
Primary Care Physician Services ext. 1105
Mental Health, Immunizations, Physical Rehab ext.1104
<https://cshcs.inputhealth.com/ebooking#new>

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CANADORE EMPLOYMENT SOLUTIONS

canadorecollege.ca/employment-solutions

Canadore Employment Solutions offers programs and services designed to enhance the student experience through employment and experiential learning opportunities.

- Job search support
- Resume, cover letters and interview preparation
- Employer networking
- Volunteer and mentorship opportunities
- Job portal exclusive to Canadore students and alumni

Andrea Jones-Pascoe, Manager

EmploymentServices@canadorecollege.ca

CANADORE INTERNATIONAL

canadorecollege.ca/international

Students come to Canadore from as far away as Brazil, China, India, Malaysia, Peru and Africa. The International Office provides support to all international students including orientation to the local community, guidance on matters related to health insurance coverage and immigration-related matters through a dedicated team of International Student Advisors (ISAs).

705.474.7600 ext. 5913
international@canadorecollege.ca

CANADORE STUDENTS' COUNCIL

canadorestudentscouncil.ca

The Canadore Students' Council, comprised of elected representatives from the student body, aims to develop a cohesive on-campus programming model that promotes cultural, educational, social, wellness, and athletic development at Canadore College.

This dedicated group of students works tirelessly to enhance the college experience, organizing events, addressing student concerns, and cultivating a positive school environment. Each member brings forward the needs, views, and opinions of their respective campuses within the CSC, votes on important matters during meetings, and represents students' perspectives on various committees.

Rebecca Morin, Student Government Coordinator
705.474.7600 ext. 5539

CENTRE OF ACADEMIC EXCELLENCE AND LIFELONG LEARNING

canadorecollege.ca/academic-centre-of-excellence and
canadorecollege.ca/programs/continuing-education

The Centre of Academic Excellence and Lifelong Learning (CEALL) supports faculty in designing and delivering engaging, high-quality learning experiences, from new program development and course design to integrating educational technologies and quality assurance initiatives. Through Continuing Education, it also offers a wide range of flexible learning opportunities for part-time students, including micro-credentials, certificates, diplomas, and courses through OntarioLearn. The Centre is home to iLearn, Canadore's Learning Management System, which supports content delivery, assessments, grading, discussions, and more.

705.474.7600 ext. 5155
ace@canadorecollege.ca or ce@canadorecollege.ca

CORPORATE TRAINING

canadorecollege.ca/programs/corporate-training
canadorecollege.ca/programs/continuing-education

Corporate Training works with industry to provide skills upgrading and training, develop training plans, and provide customized delivery options.

donald.kerr@canadorecollege.ca

FINANCIAL AID DEPARTMENT

Canadore has an extensive financial assistance program for both full-time and part-time students.

- Scholarships, Bursaries and Awards
- OSAP
- Campus Employment for Students
- HigherEd Points
- Secure financial assistance

Financial Aid Officers are available at the College Drive and Commerce campuses within the Admissions Offices.

705.474.7600 ext. 5123
finaid@canadorecollege.ca

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FIRST PEOPLES' CENTRE

canadorecollege.ca/FPC

Canadore welcomes approximately 1,000 Indigenous students annually from across the country. Many Nations are represented, including Ojibway, OjiCree, Cree, Algonquin, Métis, Mohawk and Inuit.

The First Peoples' Centre offers comprehensive cultural, personal and academic support, advocacy, cultural advisors including ongoing cultural workshops and programs, Elder-on-Campus, mentorship and peer tutoring.

Specialized supports are also available for Ontario Works clients, Indigenous women and youth transitioning out of care.

Veronica Wesley, FPC Administrative Assistant

705.474.7600 ext. 5961

veronica.wesley@canadorecollege.ca

INCLUSION, DIVERSITY, EQUITY AND ACCESSIBILITY

canadorecollege.ca/inclusion-diversity-equity-and-accessibility

Canadore College fosters a positive, inclusive, and accepting campus community that empowers, values, supports, and promotes accountability, equity, equality, human rights, respect, justice, and safety.

Canadore will lead in the innovation, change and growth of a safe, equitable, diverse, and respectful community, to foster respect, authenticity and belonging.

Preferred Name Changes:

isucceed.canadorecollege.ca/form.aspx?id=156944

INFORMATION TECHNOLOGY SERVICES

ITS provides technological support in almost every area of the Canadore Community, including maintenance of computer labs and classroom technology, and supporting staff in course delivery. Staff and students

are encouraged to call or email the ITS Service Desk for assistance and support.

705.474.7600 ext. 5800

service.desk@canadorecollege.ca

INVENTORY MANAGEMENT

inventory.management@canadorecollege.ca

Inventory Management oversees the tracking, tagging, and maintenance of academic assets across departments. This includes coordinating inventory counts, supporting the use of the Hector system, and assisting with asset-related inquiries or updates.

LEARNING LIBRARY

canadorecollege.ca/harris-learning-library

The Harris Learning Library has many services to support student learning.

- Friendly and helpful staff
- Information resources including books, games, streaming videos, audio books and electronic resources
- Access to materials from other libraries through InterLibrary Loan
- Individual and group study work spaces
- WiFi
- Copying and printing
- Access to the Learning Portal : tlp-lpa.ca

College Drive

705.474.3450 ext. 4221

library.help@canadorecollege.ca

Commerce Court (E240) 705.474.3450 ext. 5614

RESEARCH CENTRE

canadorecollege.ca/about/research-at-canadore

The Research Centre provides the following administrative services to faculty, staff and students:

- Applied Research policy interpretation
- Liaison with funding agencies
- Investigation of research opportunities
- Proposal writing support
- Budgeting and finance support

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- Assistance with reporting requirements
- Training and professional development
- Project management services
- Concierge service to source funding for research opportunities

705.474.3450 ext. 5640
research.centre@canadorecollege.ca

RESIDENCE

canadorecollege.ca/residence

Canadore offers some of the newest residences in Ontario. Our secure apartment and townhouse style residences are located in North Bay and feature full kitchens, mail service, high speed internet, and access to shared facilities including on site laundry and study spaces.

The Residence Life Team is dedicated to creating a safe community environment, and provides transition supports to students through academic and social programming. The residence is staffed 24/7 year-round to support residents throughout their stay, providing housing to first and upper year students.

705.980.1301 ext. 0
info@canadoreresidence.ca

SECURITY

Any questions regarding parking or campus safety including Campus Walk Program contact:

Education Centre Security
705.474.7600 ext. 5555, 705.498.7244
or 705.471.2488

Commerce Court Security
705.474.7600 ext. 5636 or 705.498.9375

Campus Safety Walk
705.494.9192



Call 911 in the event of an emergency for Police, Fire and/or Ambulance

SPORT AND WELLNESS

canadorecollege.ca/sport

Sport and Wellness offers recreation and extramural activities, varsity teams and leagues, fitness centres, and fitness and wellness classes as well as workshops and campus life events at each campus.

Mike Haines, Recreation & Wellness Coordinator

705.474.7600 ext. 5410
mike.haines@canadorecollege.ca
instagram.com/canadore_panthers

STUDENT SUCCESS SERVICES

canadorecollege.ca/studentsuccessservices

Offers a range of student-focused services to foster students' success in their studies and beyond. From providing support through personalized learning strategies to organizing mental health and wellness events, we strive to create a campus environment that promotes inclusivity, student well-being, and vibrant student life experiences.

705.474.7600 ext. 5205
studentsuccessnow@canadorecollege.ca

ACCESSIBLE LEARNING SERVICES

- Academic Accommodations
- Referrals to Specialized Support Services
- Summer Transition
- Learning Strategies

STUDENT MENTAL HEALTH & WELLNESS HUB

- CARES: Campus Allies for Resilience, Empowerment and Support Pathway
- Peer Support Program (new)
- Wellness Connection Campaigns
- Outreach & Awareness
- Mental Health & Wellness
- Collaborative Stepped Care model includes single session therapy with mental health professional
- Crisis Care (9:00-4:00 Monday to Friday)
- Cultivating Skills (psycho-educational workshops and groups)
- Specialized Care referrals to additional supports

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STUDENT SUCCESS RESOURCE CENTRES

- Testing Services
- Accommodated Testing
- Missed Tests (Fee Based \$20 per test)
- Mature Student Tests (Math and English)
- Learning and Transitional Support
- Assistive Technology Training
- Peer Tutoring (Fee Based \$20 for 10 hours)
- International Transition and Retention Support
- Academic Skill Building Workshops

TRANSFERS & PATHWAYS

canadorecollege.ca/transfer

This office helps students who are looking to study at Canadore from another school, continue their education at Canadore, or looking to pursue further education elsewhere, find the right path.

Jonathan Cranston – Pathways Officer

705.474.7600 ext. 5139

jonathan.cranston@canadorecollege.ca