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Orientation September 2

Final details are being put on Kick Off to Orientation events taking place on all four campuses this September 2. New students at all campuses will be treated to a day of fun and program orientations designed to welcome them

to Okanagan College and help them learn to navigate their campus. Encourage new students to attend!

For further details, visit okanagan.bc.ca/orientation.



Student Reminders

Register for Winter Courses

Students in programs that allow web registration, such as Arts, Science and Business programs, are reminded to register for Winter courses at the same time as they register for Fall. Don't forget, fees for the Winter semester are not due until December 17 at 4 p.m.

Student Loan Holds

Student loan holds for the Fall semester have started to appear on student accounts and automated CRM emails are going out to advise students when this is done. It is the students' responsibility to pay their fees in full within five (5) business days of receiving their student loan funds. Students who do not pay their fees on time will be removed from their courses and taken off waitlists.

To view any hold, students can login to their myOkanagan account, click on the Student tab, and choose Student Records from the Online Services channel. Once there, they choose View Holds and will see a hold stating "Student Loan Approved" along with the approved dates.



Okanagan College
Registrar's Office

www.okanagan.bc.ca/registrar

Ready...Set...Prep

Don't forget to encourage Kelowna students to come to the College during the month of August in preparation for the upcoming school year. During Ready...Set...Prep, students will be able to come and buy their textbooks, obtain student ID, get a bus or parking pass and purchase a gym pass, all while avoiding the lineups associated with the first week of school.

This annual event is part of the Jump Start series, helping new students prepare for College through advising sessions and campus tours.

Scheduling Office News

2014-15 Schedule

The scheduling office would like to thank all portfolios, Deans, department chairs and those involved in scheduling across all campuses for their feedback and input in making the 2014-15 schedule. As we start to think about next year's schedule we will be in touch in the coming months with further feedback sessions as we work to make improvements for the 2015-16 schedule.

Check your rooms!

As we approach the start of the new semester, we ask that all staff please check their assigned classrooms as they may have



changed. You can find out more about room features and capacities online at: <http://webapps-1.okanagan.bc.ca/ok/FindARoom/>. If you find an error please contact your department chair and they will be able to submit a scheduling change request on your behalf.

Room Changes

By the sounds of the rumbling trucks and construction hats everywhere at the KLO campus, we all know the trades expansion has begun. There have been a few rooms which are needed by the Trades department while the construction is in progress, so here is the rundown on room changes for the 2014/-15 Academic Year:

B213 – Trades Classroom

B223 – Language Lab used mainly by Modern Languages and ESL courses.

E301 – Computer Science designated lab (due to software requirements the lab is only available for Computer Science courses).

E403 – General academic classroom

E406 – Office space

S104/S104A - (Lecture Theatre and Stage) will be used for Trades classes 7 a.m. -3 p.m. Monday - Friday.

Room Bookings and Stable Enrolment

As the new semester draws near, many departments are ready to start making bookings for fall for events and classes. Just a reminder that stable enrolment is September 12, 2014. Once this date passes, room bookers will be notified of the availability of booking in general academic rooms during the daytime.

For event bookings through facilities the contacts are:

Internal event bookings:

Karma Lacroff Ext 4614

External event bookings:

Nicole Robertson Ext 4544

Final Exams

I know we haven't even started the semester but we're already planning for final exams! Pre-prints will be sent out after the first day of classes along with a timeline of important dates. We are expecting the Kelowna schedule to be available online by October 15.

August 2014

- 19-20** Connections
- 18** Last day for submission of final grades for Summer Session II
- 20** Jump Start campus tour (Vernon)
- 29** Jump Start campus tour (Penticton)

September 2014

- 1** Labour Day (College closed)
- 2** Orientation Day (all campuses)
- 3** Movie Night in the Courtyard
- 4** OCSU Student BBQ sponsored by Shaw
- 5** Student Beach Day and Tailgate Party with the Coyotes
- 6** Street Fest in downtown Kelowna sponsored by Get in the Loop
- 10** Rec Fest
- 18** Sixth Annual Pow Wow

Ingrid Carter

Admissions (Continuing Studies), South Okanagan Region

Describe a typical day: No day is ever the same. Once a student applies to a program, I process applications to certificate programs, communicate with students to submit their admission requirements, enter high school transcripts into Banner, process Criminal Record Checks, administer typing tests and computer tests, admit and register students into programs, order course materials, supplies and textbooks for purchase, create stats reports, enter students' completed course grades, order official transcripts and certificates for students once their program is successfully completed, process graduation ceremony applications, process instructor contracts, forward job postings from industry to past and present students, and respond to students' questions via email or telephone.

Favourite part of your job: Helping students further their education, communicating with students and helping with any questions they may have, seeing them successfully complete the program they enrolled in, and hearing how happy they are because they landed a great job right out of school.

Where were you born/raised: I was born in Newmarket, Ontario. I grew up in Keswick, Ontario until the age of 13 when my parents decided to move to Oliver, B.C. due to my father's emphysema and health problems. I completed grades 10-12 at SOSS in Oliver and moved to North Vancouver right after graduation. I attended BCIT, worked two jobs and travelled a bit. After seven years in North Vancouver, it was time to move back to the Okanagan, get married and start a family.

Family: I have two daughters: Kelsey age 24 and Melissa age 22. I also have an 18-month old granddaughter named Nevaeh (Heaven spelled backwards). I feel very fortunate that my children live within an hour's drive from me so that I am able to visit with them often and also spend as much time with my granddaughter as I can.

Dream vacation spot: Bora Bora

Hobbies outside of work: I love to walk and hike and try to get out at least three to four times a week. In the spring and summer I golf on ladies night, and during the winter I play ladies broomball at the Summerland arena. I enjoy cross-country skiing, hockey games, camping, car races, road trips, wine tours, concerts, dancing, travelling, and play a competitive game of foosball.

Guilty pleasure: I love peanut butter/chocolate rollo ice cream in a waffle cone. I also love shoes, and more often than not, a cute pair of heels just happen to follow me home! I am still on the hunt for the perfect red leather boots too!

How long have you worked at Okanagan College: I started with the College in Penticton in February of 1999 as a Continuing Studies Program Assistant. Since then I have also worked at the Oliver Centre as a Practicum Coordinator for one year, at the Kelowna Campus as a Faculty Assistant in the FACE and Business departments for one and a half years, and back to the Penticton Campus for the past 10 years as an Administrative Assistant. I currently hold the position of Admissions Clerk for Continuing Studies in Penticton.

Future plans: I still have a few items on my bucket list to fulfill. For the past eight years I have been very privileged to have done a lot of travelling to many countries. Travelling through Europe is still high on my favorites list and I would love to see more of Europe. Also to complete on my bucket list is to ride an elephant in Thailand, race a dune buggy through the desert or sand dunes, and see the pyramids in Egypt.

