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**SURVIVAL  
GUIDE  
1978**

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## INTRODUCTION

Welcome to Cariboo College. This guide is meant to get you into the swing of College life, and through the difficult parts of that process, as painlessly as possible.

If it weren't for you and your peers, this revered institution would not exist. Therefore, you have rights (you may also have lefts, depending on your political affiliations, but we shall discuss politics later).

Your first right, of course, is to a good education; but if somewhere in your pursuit of this education, you find you have a problem, then your second right is to have that problem solved. For that you have to be heard and seen.

Being silent is also within your rights, but if you are silent about problems you are also frustrated.

While a little frustration may keep you awake during dull lectures, a lot of frustration will keep you awake nights, and that isn't good for your health or your ability to obtain an education.

Therefore, the general rule of thumb around Cariboo College is.....If You Don't Know.....Ask!

Most people (faculty, administration and staff) are more than willing to help you; and concentrated observation has proven that no one around here is given to eating students for breakfast, but remember you aren't the only one who has an occasional bad day.

The main purpose of this "Survival Guide" is to give you a few ideas on how to keep the hassles to a minimum, solving them as they occur, and also, how to have some fun along the way.

## REGISTRATION

(If you make it through this you'll survive anything).

Registration is a process you must suffer through so both you and the Registrar's Office know what you are going to be doing for the rest of the semester.

The Registrar needs accurate and complete records of your education to facilitate transfer to other educational institutions. The records are also valuable to you when job hunting.

The forms you fill out on Registration Day must be accurate and clear because they have to go through the computer.

Cariboo College operates under an extended registration system.

This simply means that different programs register on different days.

You will receive notice of which day, and at what time you are supposed to arrive on the doorstep. Please try to stick to the schedule.

If you arrive at the wrong time, it makes life difficult for you. If you arrive on the wrong day, it makes life difficult for everyone, especially you!



There is a late fee of Ten Dollars (for registration) unless you have a good excuse.

In some cases, you are allowed to add, drop, or switch classes, but this process involves a lot of paper work so it helps to get things right the first time.

Registration is not easy; the very nature of the beast demands that there will be hassles for some (most) students. If per-chance a number of problems all happen to you at the same time, don't just go into a corner and whimper; find someone who looks like they know what they are doing, and ask for directions to Student Services.

There will be a shoulder to cry on and someone to give you the encouragement to head back into the fray.

Finally, just remember, what comes after this can only be an improvement.

## FEES & COSTS

(the great wallet drain)

### a. Tuition Fees

Full Time Student	Resident	\$133.00 per semester
	Non-Resident	\$292.00 per semester
Part time student	Resident	\$32 per 3 credit course
		\$27 per 2-2½ credit course
		\$22 per 1½ credit course
		\$11 per each additional credit or fraction thereof
Non-Resident		\$64 per 3 credit course
		\$54 per 2-2½ credit course
		\$44 per 1½ credit course
		\$22 per each additional credit or fraction thereof
Auditors	Resident or Non-Resident	\$32 per course

For the Resident and Non-Resident qualifications check the College Calendar.

### b. Registration Fees

Regular semester program registration fee \$10.00 per semester. Part time/and vocational registration fee \$2.50 per month. All fees are due and payable on Registration day. Grades and credits will be withheld until all fees are paid.

There is also a Late Registration Fee of \$10.00; make sure that you have all your dates and times set straight.

### c. Books

Books are a major but unavoidable expenditure of college life. Most, if not all books you will need are available at the Bookstore. It would be a wise decision to purchase your texts AFTER your first class as you may buy a number of books related to the course but not necessary.

## STUDENT SERVICES

One of the most visible departments at the College is the Student Services Department. Their purpose is to help any students with problems occurring throughout the semester.

Some of the people you will encounter in the department are:

Student Services Secretary — Dian Aylwin

Dian will probably be your first contact person. She is the person to see if you wish to make an appointment with any of the Counsellors, or the Financial Aid Officer. Dian can assist you in finding and filling out forms. If she can't help you herself, she can more than likely set you in the right direction.

Counsellors — Nadia Olafson, Bill Daley, Mel Felker

There are three counsellors available to you throughout the school year; discussing the many facets of life, educational or otherwise are their main priorities. All visits are private and confidential, and while it is necessary to make an appointment, if an emergency arises you may see the counsellors on a drop-in-basis.



**Financial Aid Officer – Cathy McNeely**

The person to see if you are in need of financial assistance throughout the year is Cathy McNeely. She can assist you in getting information about the different financial aid programmes available. She will also assist you in filling out the forms. Check the College Calendar for information on the different bursaries and scholarships available.

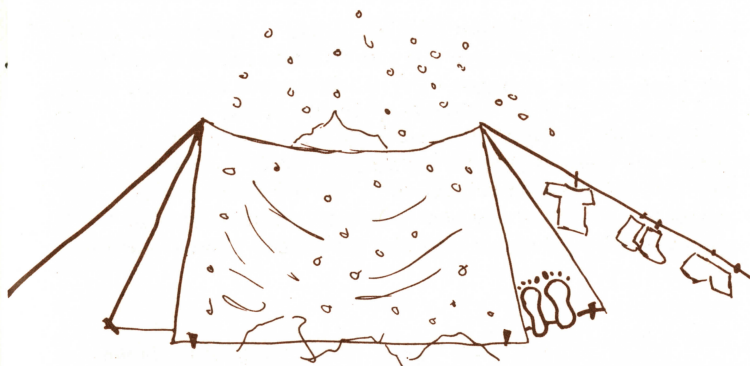
**College Affairs Manager – Chuck Bishop**

Chuck Bishop is available to provide advice to students regarding College Policy and how it affects them. He also provides the same for student government and acts as a liaison between the college administration and SAC. However, his job goes a bit beyond just that, as you will soon realize. Anytime a student wants to deal with the college administration he is the first person to see. He is also the best person to ask if you have a complaint or inquiry about the way something at the college is being run.

**Health Services – Marg McDougall (Occupational Health Officer)**

Many students do not realize that we have a full time nurse (not the student variety) at Cariboo. Marg McDougall's office is located in the Vocational Wing, room 155. If you have ever had, or are being treated for diabetes, epilepsy a heart condition or any allergies it might be a good idea to mention it to her, for your own safety.

**Housing**



There are no campus residences, therefore housing is left to the individual. When looking for a place to live, keep in mind the location and transportation available. It isn't feasible to find a cheap place in Walachin if you don't have a car. Student Services keeps a housing list available to all; it includes light housekeeping, room and board as well as regular rental facilities. Be sure to check with Dian if it's starting to snow and you're still living in a tent.

Pick up a College Calendar from Student Services if you don't already have one. It covers everything you could want to know about the College from "where Canada Manpower cheques are to be picked up" to "receiving your parking stickers on Registration Day". This book will prove to be invaluable to you throughout the year.

## GRADING PROCEDURE

Most courses at Cariboo College utilize a common A to F grading system; but there is more to understanding this than just knowing the alphabet. Every letter grade also has a grade point value, which is necessary for calculation of your grade point average. Grade point averages are established by multiplying the credit hours of the course (refer to calendar, page 74) by the numerical equivalent of the course grade, and dividing the total number of grade points obtained in a semester by the total number of credit hours registered.

Mark	Grade Point Value	Percentage Equivalence
A+	4	90%
A-	4	80-84
A	4	85-89
B+	3	75-79
B-	3	65-69
B	3	70-74
C+	2	60-64
C	2	55-59
D	1	50-54
Fail	0	Below 50%
Withdrawal	not counted	

## RIGHTS & RESPONSIBILITIES

### WITHDRAWALS, APPEALS AND SUSPENSIONS

Some students wonder about their rights at Cariboo College; hopefully we can explain your rights to you at this time. Legally speaking, students have exactly the same rights as any other Canadian citizen

Some students wonder about their rights at Cariboo College; hopefully we can explain your rights to you at this time. Legally speaking, students have exactly the same rights as any other Canadian citizen, no more - no less. You're not under some sort of protective umbrella just because you are a student, nor are you more vulnerable to the system because of it.

On the College level, however, students often have rights that they are not aware of. One of these rights is that students have access to their own files, which contain copies of transcripts and correspondence that the student exchanged with the college. Students also have the right of access to people, both faculty and administration; of the student has an inquiry the chain of command for such is fairly simple. If the situation is academic your first approach is to the appropriate instructor then on to the corresponding head of the department. After that, if you still wish to continue, go on to administration. The first person to approach there is the College Affairs Manager. If he can't help you himself, he can tell you who to see next. After the College Affairs Manager, you would proceed to the Vice Principal and then possibly the Principal if the situation warrants such action.

If your inquiry is of a non-academic nature, go directly to administration, starting again with the College Affairs Manager.

Students have the right to appeal all decisions made by the college and to withdraw from classes they can't cope with. If you discover that you and the ancient language of the Tasmanian Pygmies 121 do not get along, as you keep falling asleep during lectures, you may withdraw from the course up to the eighth week of classes.



## Course Withdrawals

Go down to Student Services and pick up a withdrawal form, (more paper work) get the instructor's signature and then return the forms to the Registrar's office. This is very important. If you decide to drop the course and don't complete a withdrawal form you will end up with a "F" on your transcript instead of a "W". Withdrawals are not calculated into G.P.A.'s but failures are! The good old G.P.A.'s are what you are here for.

## College Withdrawals

If you have decided to take courses, but halfway through the semester, someone offers you a trip around the world, all expenses paid, and you can't wait until the end of the semester, you may withdraw from the College. First you should discuss it with a counsellor and then proceed to the Registrar's office before you can leave the College honourably.

## Appeals

If you wish to make a grade appeal first see your instructor then a department chairperson. If you fail to resolve your problem at this level then initiate a formal appeal. Contact the College Affairs Manager within seven days of receiving the grade in question. In the letter of appeal, you must state why you are dissatisfied with the grade received and enclose a Five Dollar appeal fee. This will be cheerfully refunded if you win your appeal.

The Registrar will contact the Faculty Association to appoint a member along with a student appointed by S.A.C. to act on the Appeals Committee. These two appointees will then select a Chairperson for the committee who will be a faculty member from a department that is not involved. These three, plus the Registrar, who will act as a non-voting member and secretary, will render a decision. You may drop the appeal anytime during the proceedings. In the event that you are not satisfied with the decision levied, you may appeal the decision to the principal. Although final grades are awarded after considerable thought, if you feel an appeal is necessary, make sure you exercise your right. Grades are not the only thing you can appeal. For more information check your calendar.

## Suspension

The College also has rights, and one of these is to suspend certain students. This is not a happy subject but we do want you to be well informed. The Principal may suspend a student at any time for unsatisfactory conduct, for failing to abide by regulations, or for consistent failure to apply ones self to the courses. Any student suspended may appeal this decision to the College Council.

## STUDENT GOVERNMENT

The members of the Student Council are duly elected representatives of the Student Body; and as such are the main voice of the students. The Council consists of a President, Internal and External Vice-Presidents, a Treasurer, six student representatives and either a Social Coordinator or a Business Manager (the latter being a hired position rather than an elected one).

As the Student Council is elected to serve your best interests they are open to advice and criticism. However, try to make sure the criticism is constructive and also be willing to pitch in and work towards solving the problem.

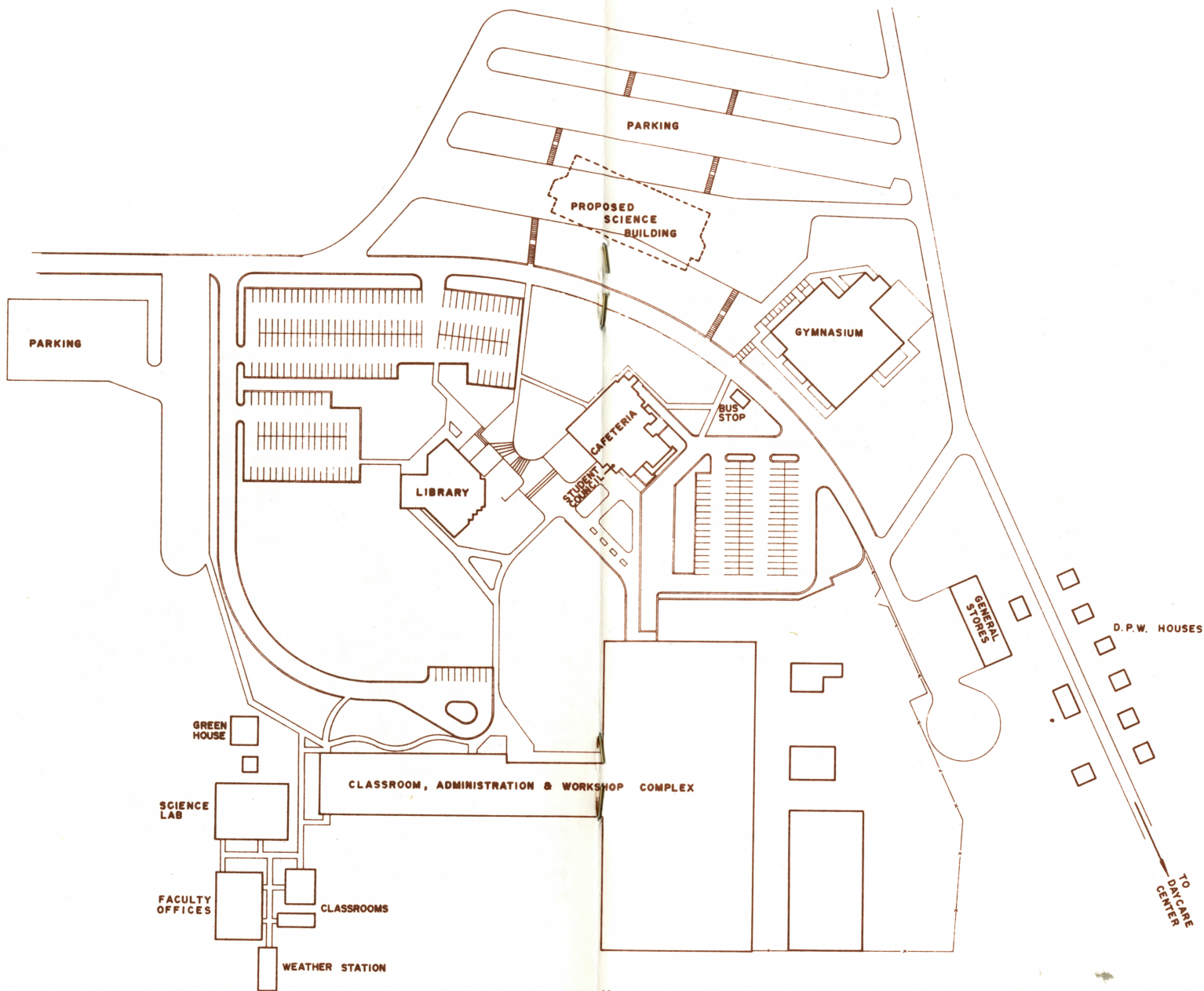
The main function of Student Council, is mainly to make life at college more enjoyable. The council sponsors numerous social events throughout the year (eg: dances, pubs, films, guest lectures, etc.). If you want to reap the benefits of these functions, be alert to the posters and other publicity that crop up around the college to serve notice of such events.

The Student Council Office is located on the main floor of the Cafeteria Building, just to the left of the main doors. Office hours will be posted and students are invited to drop in and say hello whenever the office is open. If you have any inquiries, including how to go about running for Student Council, drop in and ask, sometime during the beginning of the Fall semester. Just like regular government, student politics also have three levels, local, provincial and federal. Here in B.C. we have the British Columbia Student Federation (BCSF). Their main functions are to defend the rights and interests of students, to represent their views, and to actively lobby for an improvement on educational standards.

The National Union of Students (NUS) is as the name suggests, a student union covering all of Canada; their aims and goals are about the same as BCSF, except on a larger scale. If you have any questions about BCSF or NUS drop by the student Council office, someone should have the information you need.







cariboo college

OBSERVATORY ○

## STUDY SKILLS CENTRE

By now most of you figure that you know your 3 R's, so why put in a section on the Study Skills Centre ?

The main idea of the Centre is not to teach you how to read (which hopefully you can do by now) but to help you develop study skills that will be beneficial not only while you are here but in the great horizons beyond these ivy walls. You may elect to take English 170, a course which will increase your reading comprehension, note taking and listening skills, it will also be helpful in teaching you how to do research in the library and how to make use of the dictionaries. In addition to English 170, there are mini courses offered throughout the year to improve such skills as reading, essay composition, grammar, note-taking, spelling etc.

The study Skills Centre also offers a drop in service for those students who are unable to find time to take one of the regular courses. The centre is located in Room 213W and the times when the general populace are welcome to use the lab will be posted outside. There is usually someone available to help you with the equipment.

Make use of the Study Skills Centre, you will find it very worth your while.



## ATHLETICS AND RECREATION

The Athletics Department at Cariboo College offers a diverse program which meets the needs of as many students as possible. The gymnasium facilities here at Cariboo are excellent, and everyone is anxious to see it fully utilized.

The Campus Recreation program is participation oriented and offers a low-key approach to physical activity. For those people interested in the more competitive sports, an intramural is offered.

Regular time slots (noon hours and one evening per week) are set aside for a variety of activities organized by the Campus Recreation Council.

For further information on Campus Recreation, Athletics or Intramurals, consult the Campus Recreation handbook or make inquiries at the gymnasium.



## THINGS ABOUT TOWN

We realize that you won't be spending all your time up at Cariboo though it will feel like it some days. There are a few things to do if you can find the time away from your studies. There are many watering holes around Kamloops but we won't mention where they are. Students generally have a built-in radar system. Many of the pubs and lounges offer live entertainment that is advertised in the local newspapers. There are two theatres, one on each side of the river. Most of the films they show are new releases. There is also a drive-in on the North Shore but it is closed during the winter months.

As of this summer, there are two indoor pools. The Westsyde Pool is located beside Westsyde Secondary School on Bebek Road. The "Y" pool is on the corner of 4th Avenue and Battle Street.

They offer a variety of different times to go swimming, including a midnight swim on Friday's at the Westsyde Pool. For further information contact your City Parks and Recreation Department or the Campus Recreation.

For the skiers! We have the best skiing in the interior, Tod Mountain, Harper Mountain and Grandview Ski Acres. If in doubt as to where they are ASK — every second person is a ski bum.

There are many excellent cross country trails on the near-by hills too.

As for our excellent hockey team — the Cariboo College Chiefs. They represented B.C. in the 4—West last year. Go to their games; they love the support and you will find them highly entertaining. Games are usually Friday or Saturday evening at the Sports Centre on McArthur Island Park. Admission is free to students with a small fee for non-students. They occasionally have a lounge upstairs in conjunction with the game.

There are two theatre groups in town (Western Canada Theatre Company and The Kamloops Players). In addition, Owl Productions brings in many outside entertainers. Read the entertainment section in the local papers to find out the who, what and where. The College also prints a newspaper, the 210 Express. This is a very informative and entertaining paper. Besides the above mentioned, you can go for walks or hikes in the areas surrounding town, visit the museum or even walk around the Shopping Malls. The Malls often have displays varying from the Craven A Antique Car show, to paintings by local artists.

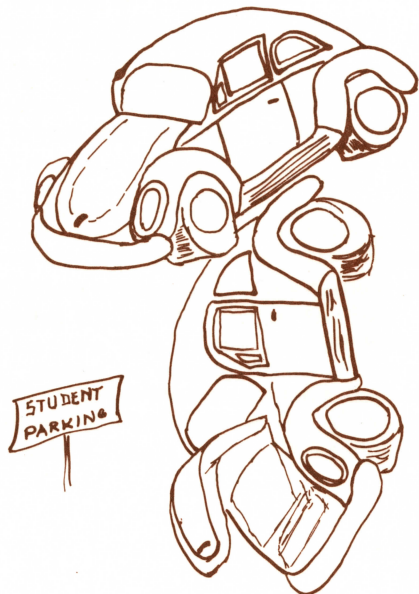
The college itself offers many different cultural and social events throughout the year, so keep both ears open.

## ODDS AND ENDS

While many things around Cariboo College are odd, few of them ever come to an end. Therefore, this action will hopefully give you an idea about how to cope with those things that you have to deal with every (or almost every day).

### Parking

The first problem, of course, is how to get there. Most people drive, and if they drive they also have to park. If you plan to park in the student parking lot and don't want to be towed away, get a student parking sticker. They are available on Registration Day in the regular registration line-up or from Student Services after Registration Day. Motorcycle and handicapped parking are available in the small lot adjacent to the faculty parking lot. Again, you need stickers to park in these areas, and for handicapped parking you must provide ample proof that you qualify to park in that area. These special stickers are obtainable from the receptionist at the main administrative office.



### Public Transportation

For those not blessed with independent vehicle transportation to get to and from the college, there are other alternatives. If you are the healthy type and feel capable of riding to the college there are bike racks available in front of the main building.

The main drawback to riding, however, is the Columbia Street Hill. While not exactly Mount Everest, it is a bit steep for even the most eager pedalers.

The best bet for you is to take the bus, if you don't drive. The service has improved greatly in the past few years and buses now come past the college on a half hourly basis up and down the hill from 7:30 to 6:30 p.m., and after that on an hourly basis until 11:00 p.m.

For more information phone Kamloops Transit or better yet pick one up from your bus driver. Phone 376 — 1216.

### Library

The Library is the place most students begin to think of as a second home, they end up spending so much time there. But just to clarify the situation the library hours are:

8 a.m. — 10 p.m. Monday thru Friday  
12 a.m. — 6 p.m. Saturday and Sunday

The week before exams these hours are extended to accommodate last minute studying. The library can be confusing, so if you have any questions ask a librarian rather than the students who work there, they are in only a slightly better position than you are.

If, for some reason, a piece of information that you need isn't in our library, try the city library downtown in the Kamloops Square on Seymour Street.



### Cafeteria

The college cafeteria operates year round, serving hot meals every week day from 11:30 to 1:00 and also in the evenings Monday through Thursday, From September to May. The food is good and the cost is relatively low, so take advantage of the situation.

Hours      8 a.m. — 9 p.m. Monday to Thursday  
              8 a.m. — 3 p.m. Friday

### Bookstore

The bookstore, located on the main floor of the cafeteria building, has just about all of the supplies and textbooks you will need for life at college.

If you want a good novel to relax with there is an excellent stock of paperbacks for casual reading. The bookstore is open from 9 a.m. to 4:30 p.m. throughout the year, and also from 6:30 p.m. to 8 p.m. September to April.

Brian Mitchell runs the bookstore and if you have a question about books or supplies ask!

If it is possible to get what you need, he'll be able to tell you. Lastly, the bookstore is operated on the theory of mutual trust, you aren't being ripped off so it is in your best interest not to rip off the book store.

### Bulletin Board

The various bulletin boards around the college can be valuable to you, the student. Everything from job opportunities to lost and found announcements are put up, so every once in awhile stop and read them. You might find something interesting.



The same goes for the posters which are put up throughout the college to advertise a variety of events from dances to sports activities, keep your eyes open, you might find something that strikes your fancy.

### Locker Registration

There are four locker areas available here, if you move fast you can find a place to stash your books rather than having to carry them around.

All you have to do is find a locker (empty) and slap a lock on it. However, once you have done that be sure to go to the S.A.C. office and fill out a registration card. If you don't, in October the lock will be cut off and the contents confiscated. You may reclaim your valuables by inquiring at the S.A.C. office within 6 weeks.

### Work

For those students who want or need to work throughout the school year, there are some jobs available here at the college, check at the main desk as they hire students every year, or look at the bulletin board opposite student services.

### Day Care



If you are attending the college and need day care for your child there is an on-campus day care centre.

Enrollment is on a first come, first serve basis with applications available to cover at least part of the expense. For further information, contact the Child Care Centre at 374-7445.



## THE END

(or probably just the beginning)

Now that we probably have you feeling that you've made one of the worst mistakes of your life, we thought we should offer a few words of encouragement.

If we have given you the impression that life at Cariboo College is difficult, that is because it often can be, and it is better to know what might befall you, rather than to expect clear sailing and suddenly find yourself in a rough patch.

However, these rough patches don't happen to everyone, and hopefully you will be one of the fortunate ones. If you're not then the situation can usually be roughed out with luck, determination and a little help from your friends. If the going gets rough, hang in there, in the long run it should be worth it.

If things go well, then while you are here at Cariboo you will also be able to have fun, and as time passes you will come to realize that while a lot of people up here complain, most of them also manage to enjoy themselves while pursuing their studies.

Life at Cariboo can be a pleasant experience, so jump into the swing of things, you might just like it.

Tempus Fugit — Time Flies

**NOTES:**



## PHONE LIST

College	374-0123
Student Association Council	372-5882
R.C.M.P.	374-0111
Fire Department	374-1234
Ambulance	374-4411
Royal Inland Hospital	374-5111
Crisis Centre	374-6671
South Central Health Unit	372-5212
Poison Control Centre	374-5111
Civil Liberties Society	374-2616
Human Resources	374-3086
Canada Manpower	372-2515
V.D. Clinic	372-5212
Legal Aid	374-3107
Women's Hostel	374-6162
Rape Relief	374-8551
Birthright	554-2044
Consumer Service	374-5676
Human Rights	374-7165
Burris Clinic	372-3303
Irving Clinic	372-5251
Child Care Centre	374-7445

Written by: S. Ehler, P. Johnson, M. Johnson, D. Tinsley, L.A. Eaton

Artwork by: D. Tinsley

Published by: Cariboo College Student Association Council