

# NIPISSING

U N I V E R S I T Y

International Student Handbook





# WELCOME TO NIPISSING UNIVERSITY



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## GREETINGS FROM NIPISSING

We are so excited that you have chosen to study at Nipissing University. This is an exciting time in your life, and we are happy to welcome you as the newest member of our international family. We cannot wait for you to feel the warm, tight-knit community that Nipissing prides itself on and our goal is to deliver you a truly Canadian experience.

No matter what country you are from or how long you stay, one thing will be certain: you will have the time of your life at Nipissing University. The school itself is small in population, but Nipissing's history is rich and proud, and is one of the main attractions in the city that is considered "The Gateway to the North". As the times have changed and technologies have advanced, we are very proud to offer world-class facilities, a state of the art athletic center, and a student experience that will rival no other.

Making the transition to Canadian life can be very overwhelming and at the same time exciting. The International Student Mentorship Program (ISMP) is a group of Nipissing University students who are dedicated to help ease your transition to Canada. The ISMP group will serve as your second family, as we plan fun trips, activities, and social events that will help you to build lifelong friendships, integrate into the campus community, and acculturate to Canada and North Bay.

The information in the booklet will help guide your experiences at Nipissing from the time you arrive on campus, to the time you leave, while covering everything in-between. We are here to support you in making the smoothest transition as possible! We look forward to meeting you when you arrive!

## ENTERING CANADA

You can enter Canada through Pearson International Airport or Jack Garland Airport. Toronto's Pearson International Airport is the nearest International airport to the city of North Bay. You can contact Pearson International Airport at **1-866-603-4495**. If you choose to enter through Pearson Airport you will need to seek travel to North Bay.

Upon entry into Canada, a Canada Customs Officer will question your purpose of entry and check your immigration documents. Respond to any questions you are asked both simply and truthfully. Service will be available in English and French, if you do not understand, **DO** ask if an interpreter is available in other languages.

Be sure to carry the following documents in your hand luggage as you will require them at the Canadian Immigration post:

1. Passport
2. Study Permit (if required)
3. Proof of acceptance from Nipissing University
4. Proof of funds available for support – examples: bank statement, traveler's cheques

It is strongly advised that you carry photocopies of all your official documents in a place separate from the originals. Also leave copies of your documents with family members at home and email some photocopies to yourself.

For more information about visitors entering Canada (rules & regulation) visit: [www.cbsa-asfc.gc.ca](http://www.cbsa-asfc.gc.ca) (see "non-Canadian" link)



## CONTACT INFORMATION

Once in Canada, should you require emergency assistance, the following Nipissing University contacts will be available to help you 24 hours a day, 7 days a week (please use only in case of emergency):

Casey Phillips  
Mobile Number: 705-358-1119

NOTE: Please contact this number if there are any changes to your travel arrangements for your arrival to Nipissing. Ensuring we are there to meet you upon arrival and provide transportation, we require, to campus.

Once on campus, should you require emergency assistance, please contact the Education Center Security Services.

Daytime Number (8:30am – 4:30pm): 705-474-7600 ext. 5505  
After Hours: 705-498-7244

If you require assistance, you can also contact the staff in the International Initiatives Office located in B210.

Office Hours: Monday – Friday 8:30am – 4:30pm  
Phone number: 705-474-3450 ext. 4321

## TRANSPORTATION TO NORTH BAY

You have three options for transportation to/from Pearson International Airport in Toronto to/from Nipissing University campus or another location in North Bay, Ontario

### CONNECTING FLIGHT (JACK GARLAND AIRPORT)

If you book your flight to Toronto through Air Canada, it is possible to pre-book a non-refundable Air Canada connector flight from Toronto to North Bay. Pre-booked flights range from \$100.00 CAD - \$150.00 one-way. You can reach Jack Garland Airport at **1-705-474-3026**.

### NORTHERN AIRPORT SHUTTLE SERVICE

The Northern Airport Shuttle Service departs from the Pearson International Airport Ground Transportation Services desk only twice a day (14:00h and 18:30h). One-way fee for a single student from Pearson to North Bay (*Country Style Donuts main drop-off*) is \$109.00 CAD. For an additional charge of \$14.00 you can request to be dropped off at any locations, including The Nipissing University campus.

The Northern Airport Shuttle Service may take several stops to pick up other passengers, and will also stop for a coffee/washroom break between Toronto and North Bay.

Reservations must be made in advance and pre-paid using a VISA or Mastercard. To make a reservation, call **1-705-472-9898**.

### NORTHERN ONTARIO BUS LINES

Ontario Northland Bus Lines is the only bus line to travel from Toronto to North Bay. The coach bus travels several times during the day, and departs from the Metro Toronto Coach Terminal located at Bay and Dundas Street. With the use of your host institution's student card, or your ISIC card, the rate for a one-way trip from Toronto to North Bay is approximately \$72.45 CAD.

For more details including scheduling information, please refer to their website or phone number: [www.ontarionorthland.ca](http://www.ontarionorthland.ca) or **(1-800-363-7512)**. If you are travelling from Pearson Airport there is a Go Bus shuttle from Terminal 1, lower level, to the Yorkdale Mall Ontario Northland bus stop. The rate for this shuttle is \$6.00 CAD. For more information including scheduling, please refer to their website or phone number: [www.go transit.com](http://www.go transit.com) or **(1-888-438-6646)**.



# LIVING IN CANADA

## CLIMATE & CLOTHING

Canada is often associated with cold weather, snow and ice, but in reality, its climate is as diverse as its landscape. Generally, Canadians enjoy four very distinct seasons. Daytime summer temperatures can rise to 35°C and higher, while lows of -25°C are not uncommon in winter. More moderate temperatures are the norm in spring and fall, around 10°C.

In spring & fall, when the temperatures are primarily anywhere from 5°C to 15°C, sweaters or light jackets are most comfortable.

In the winter, it is essential that students have a warm coat, gloves or mittens, winter boots, scarf and a warm hat. Remember that several layers of clothing may be warmer than one heavy sweater. Layers are the key to staying warm in the winter.

Canadian students dress casually for classes and for most occasions. Jeans and t-shirts are acceptable for both men and women. The emphasis is on comfort and practicality.

## ALCOHOL AND OTHER DRUGS

- The legal drinking age varies across the country, but in Ontario the age is 19.
- Arrange a ride home beforehand if you plan to drink alcohol. Do not accept a ride from a stranger in a bar.
- NEVER drink and drive. Doing so is not only dangerous and irresponsible; it is also a serious criminal offence.
- Know your drinking limit.
- Do not accept drinks from strangers or let your drink out of your sight. If you do leave it unattended, order a new drink. Drugs can be put into drinks when you are not paying attention.
- "Recreational" drugs such as cocaine, heroin, marijuana and ecstasy are illegal and involve stiff penalties or prosecution for possession. Do not offer to carry or transport such drugs for others.

## VOLTAGE AND ELECTRICAL OUTLETS

In Canada, appliances use 120 volts with plug type B. Plugging an appliance into an incorrect voltage outlet can cause an electrical fire. Some multi-voltage appliance models can be adjusted to match the proper current. If not, a "transformer" can be purchased at any major electronics retailer to do the conversion.

## BANKING

### What kind of currency is used in Canada?

The Canadian dollar is the only currency commonly accepted across Canada. You can exchange most currencies for Canadian dollars at any commercial bank.

### How much money should I have on me when I arrive?

It is advisable to arrive in Canada with at least 200.00CAD. This will pay for essentials such as transportation and food. It is also suggested to have at least \$500.00-\$1000.00 in your bank account to cover any initial expenses

### Pricing in Canada?

Each Province has their own tax regulations. Ontario has a harmonized sales tax of 13% which is charged to the base price for most items. Keep this in mind when shopping. Food is not taxed at grocery stores

### Can I open a Canadian bank account?

If you would like to open a bank account, there are several commercial bank branches near the campus.



# CITY OF NORTH BAY

In the heart of North Bay you will find a vibrant downtown comprised of local shops and restaurants, some of which have been a North Bay staple for years. Aside from the great food served at these restaurants, the Moose Cookhouse. The best part about North Bay is that the city offers you so much more than just the typical student life. From ice fishing on Lake Nipissing to the skiing or snowboarding at Laurentian Ski Hill, there are plenty of options for a fun filled weekend in the Bay! ISMP offers a variety of events for students. Events take place throughout Nipissing, North Bay and Ontario, so make sure to join "Nipissing ISMP 2016/2017" group on Facebook and check your email to keep up to date on all activities planned by your mentors!

## TRANSPORTATION

### City Buses

You can get around North Bay using the city bussing system. A bus pass is included in your student fees and your bus pass is your Nipissing University Student card. Buses run every 15 minutes throughout the week and half hour on weekends. Bus route information and schedules will be provided during orientation. Additionally, you are able to find city bus routes and times on Google Maps.

Buses stop running around 12:00 am on weekdays and 10:00pm on weekends.

### Taxi Cabs

Cabs generally take 5-15 minutes to pick you up from your required destination. To enter a cab the base fee is \$4.30 and the prices go up the farther you travel. It costs approximately \$15 to take a cab from Chancellors Residence to downtown North Bay. Companies usually send cars, which seat 4 people. You can request van cabs that seat 6 people when calling for a cab.

## PLACES OF WORSHIP

As a diverse country, we understand the importance of supporting our citizens and their beliefs. The North Bay community offers places of worship for several different faiths and religions.

To see a full list please visit <https://www.cityofnorthbay.ca/living/worship/>



# HEALTH INSURANCE

### What is UHIP?

The University Health Insurance Plan (UHIP) is a health care plan that is compulsory for foreign residents studying at a university in Ontario. Coverage starts the day that you arrive in Canada and ends the last day of the month of your departure from Canada for exchange students and August 31 for degree students.

### Do I have to purchase UHIP?

Yes, UHIP is mandatory for all students regardless of any other plans you may have. UHIP has extensive coverage, and there are very few plans that are similar to UHIP.

### What does UHIP cover?

- Emergency room services at hospitals
- Medications prescribed during hospitalization
- Annual health examination
- Surgery
- Emergency ambulance
- Services of practitioners such as osteopaths and podiatrists to the same levels and under the same conditions as OHIP
- Hospitalization in a standard ward
- Physician's services
- Diagnosis and treatment of illness and injury
- Diagnostic laboratory and X-ray services
- Repatriation

Note: UHIP does not pay for prescription medication, routine dental care, eyeglasses, contact lenses, or physiotherapy.

### How much does it cost?

Premiums change annually. Accurate fee rate is listed within the "Costs and Fees" in this document. Payment of UHIP fees for the duration of your studies is due upon arrival. [www.uhip.ca](http://www.uhip.ca)

### How do I register?

During your International Student Orientation you will receive instructions on registering online for your UHIP proof of coverage.



# BEING A NIPISSING STUDENT

## PREAMBLE OF STUDENT RIGHTS

At Nipissing University, students are free to think, speak, write, create, study, learn, pursue social, cultural and other interests, and freely associate together for all these purposes, subject to the requirement that they respect the rights of members of the University and general community to pursue these same freedoms and privileges. In order to secure these rights, the University will use its best efforts to ensure the following:

1. That those who wish to teach and those who wish to learn can do so under proper conditions;
2. That academic and general facilities are available to those who wish to use them for their normal purposes;
3. That freedom of movement and freedom from harassment are protected;
4. That all property, including records, documents, and the like is protected;
5. That those who wish to file a complaint have the right to do so without fear of reprisal.

## STANDARDS OF STUDENT RESPONSIBILITIES

All Students are expected

1. To abide by all federal, provincial and municipal laws;
2. To refrain from conduct which harms or threatens harm to:
  - The proper functioning of University programs or activities both on and off campus which include but may not be limited to teaching, studying, research, administration, student events, meetings and other services;
  - The rights of members or guests of the University;
  - The safety and well-being of members or guests of the University and surrounding community;
  - The property of the University or of its members or guests.
3. To refrain from
  - Assaults or threats of assault;
  - Harassment or discrimination in contravention of the principles articulated in the policies of the University, the Ontario Human Rights Code or the Canadian Charter of Rights and Freedoms;
  - Theft, defacement or destruction of property;
  - Unauthorized entry or trespass.
4. To abide by the regulations, rules, practices and procedures of the University and academic and administrative units;
5. To abide by reasonable instructions given orally or in writing by any official of the University authorized to secure compliance with regulations, rules, practices and procedures provided that the official is identified and is acting in an official capacity.

# RESOURCES ON CAMPUS

## STUDENT LEARNING AND TRANSITIONS

The Student Learning and Transitions team empowers students to achieve their personal potential for learning. Through in-person and online consultations, workshops, peer-to-peer education, and tutorials, we engage Nipissing University students in applying newly learned skills and strategies to their academic work. We provide a personalized, student-focused educational experience with an awareness of diverse needs and backgrounds. We welcome all who seek to learn while encouraging student responsibility and fostering a culture of confident independence.

### Bring us your questions regarding:

- Academic Writing
- Math and Science
- English Language Learning
- Academic Dishonesty
- Academic Skills and Learning Strategies
- Learning and Teaching Styles

## COUNSELLING SERVICES

Student Counselling Services is here to support your wellbeing throughout your academic journey at Nipissing University. Attending university can be an exciting and challenging experience. Student life often involves many changes and stressors: long hours, too little sleep, too much caffeine, poor diet, new relationships, and a changing environment. Sometimes coping with one or more of these stressors can be a lot to handle.

The professional staff of Nipissing University Student Counselling Services is here to help.

Nipissing University offers free and confidential personal counselling to all full-time, part time, undergraduate, and graduate students through Student Counselling Services.

Personal counselling is a way of exploring your emotional, personal, and interpersonal experiences; it is learning new skills and identifying goals. It is a collaborative process to explore your thoughts, feelings and behaviours in a safe, non-judgmental and supportive atmosphere.

Students may attend counselling for many of different reasons; some examples could include homesickness, transition to university, stress, relationship issues, anxiety, depression, as well as complex mental health concerns.



## CAMPUS HEALTH CLINIC

A medical team is in attendance at the Campus Health Centre and available to all students Monday to Friday. Summer hours and evening clinics are offered.

Phone: 705.474.7600 x 5261

### Medical Services include:

- Emergency Care (illness, injury and sports injuries)
- Annual Health Exams (physicals)
- Sexual Health (free condoms, STD testing and pap smears)
- Birth Control Products (covered by your Student Health Insurance Plan)
- Immunization Program (TB testing, Hepatitis immunization and clearance for your program)
- Injections (allergy, Depo Provera, B12)
- Annual Influenza Immunization Clinic
- On-site laboratory
- Referrals
- Counselling

## LIBRARY

The Harris Learning Library opened in June 2011 and stands at the heart of the shared Nipissing University and Canadore College campus.

The library houses study, classroom and social spaces for more than 500 students, including:

- A Learning Commons with 46 Mac computers
- Collaborative workrooms, group instruction rooms, and adaptive technology rooms to accommodate 130 students

The library enables and facilitates:

- The different learning styles of all types of students. We have created and integrated a learning environment with comprehensive technical support.
- Professional learning through individual, group, and campus-wide programming. We keep the teaching community abreast of the developments in research tools and practices and provide a wide array of resources to enhance teaching and learning.
- Access to resources needed for life-long learning. We liaise with other libraries and make our services available to members of the community.



## GYM

### Cardio and Weight Room

Our cardio section features top of the line TRUE fitness equipment. We have 12 CS800 treadmills, 8 CS800 Ellipticals and 3 LC 900 recumbent bikes. All equipment includes a 15" LCD monitor with touch screen technology and advanced iPod® compatibility which allows users to easily watch TV, listen to their playlist, while simultaneously monitoring their workout performance. Our weight section boasts a variety of Paramount machines and a large selection of free weight.

### Fitness Studio

The Fitness Studio is used for a variety of fitness classes such as zumba, cardio, boot camp and our spin classes which feature our new top of the line fleet of 12 Keiser M3 spin bikes. The studio is also equipped with a 40 inch television, iPod docking station complete with a state of the art sound system.

### RJS Gymnasium

The RJS gymnasium is 8800 square feet covered with a Robbins bio-channel floating maple hardwood floor. The gym houses intramural events, academic classes as well as special events. The gymnasium features 3 volleyball courts (1 main, 2 side), 4 badminton courts and three basketball courts (1 main, 2 side) and can be divided in half with an automatic gym divider. The gymnasium seating capacity is approximately 230.

### International Squash Court

Our international squash court features internationally certified Fibersin wall panels which provide consistent rebound and the highest impact resistance. The court also features a 1/2" thick- 7'x21' tempered glass back wall that enhances the viewing aspects.

### REGULAR HOURS

Monday to Friday - 7am to 11pm

Saturday and Sunday - 10am to 6pm



# INTERNATIONAL STUDENT MENTORSHIP PROGRAM (ISMP)

ISMP is designed to help new international students develop friendships and adjust to their new learning and living environment. The mentors are Nipissing University students who volunteer their time to help support you! Some mentors may have studied abroad and others might be interested in going overseas in the future, but all of them have an interest in meeting new people and learning about different cultures. The mentors are responsible for organizing trips, social events and activities for international students. We recommend all new international students participate in ISMP but it is not mandatory.

Members of the ISMP team are also available throughout the school year to help answer any questions you may have about your courses, campus procedures, on-campus living, the North Bay community, and much more!

The Nipissing International Initiatives office will send you an email prior to your arrival at Nipissing University. You will have the opportunity to meet with the mentors and participate in individual meetings as well as group events. It is important to keep in mind that our mentors are students as well, and although they have schoolwork and jobs of their own, they will do their best to help meet your needs.

Email us at: [ism@nipissingu.ca](mailto:ism@nipissingu.ca)

Follow us on Instagram: [nuism](https://www.instagram.com/nuism)



# ACCOMMODATIONS

## RESIDENCE

International Exchange students and Degree-Seeking students will have the choice to live in residence. You will have the choice to live in one of four residence complexes. There are three suite-style residences and one townhouse style residence. Students who wish to live in residence must complete an online application.

**Suite-Style:** Each suite is fully furnished and accommodates four students. Each suite features four private bedrooms, kitchen with fridge and stove, a living room, and two full bathrooms.

The suite-style complexes are the following:

- Governors House
- Chancellors House
- Founders House

**Townhouse Style:** Townhouses are located on Nipissing University's main campus and accommodates six students. Each townhouse features six private bedrooms, one half-bathroom on the main floor, a full-bathroom on the upper level, a kitchen containing a fridge and a stove, and a living room.

Each complex contains laundry facilities and a recreation/common room area. All utilities and local phone services are included.

Room assignments and roommate information will be sent via email to each student prior to arrival by the Residence Life Department.

### Tote

All international exchange students will be provided with one set of bed sheets, a pillow, a comforter, one bath towel, face towel, face cloth, drinking glass, cups, cutlery, cooking pot and pan, and dishes. All borrowed items must be returned at the end of the exchange term.

## OFF CAMPUS HOUSING

Off Campus Living is a program designed to assist students with sourcing housing off campus. Off Campus Living is a point of contact for students who are in need of resources related to living off campus, such as landlord and tenant board, the residential tenancies act, Community Legal Education Ontario (CLEO), Ontario Energy board, Nipissing Community Legal Clinic, and City of North Bay. Landlords who wish to advertise accommodations available for rent utilize the program.

Your choice of off-campus housing will depend on personal preference and the amount of money you wish to spend. Prices vary depending on what is included and the convenience of the location. Off-campus housing is privately controlled.

Private and shared accommodations are available in North Bay. In a shared home, you can expect to pay anywhere from \$350.00 - \$600.00 per room, and for private accommodations you can expect to pay \$650.00 - \$900.00 for one-bedroom apartments; utilities may or may not be included or extra.

Contact Information:

Website: [ocl.nipissingu.ca](http://ocl.nipissingu.ca)

Email: [offcampusliving@nipissingu.ca](mailto:offcampusliving@nipissingu.ca)

Phone: 1-705-474-3450 ext. 4242



- NOTES -

- NOTES -

- NOTES -

# MAPS



⇒ **TRAVEL TIMES:**  
**North Bay – Toronto: 3.5 hours** ⇐





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