

8. SERVICES FOR STUDENTS

8.1 Academic Opportunities

8.1.1 Cooperative Education Program

See the Special Programs section for information on the First Nations University of Canada's Cooperative Education Program.

8.2 Academic Support Services

8.2.1 Bookstore

8.2.1.1 Regina Campus

First Nations University of Canada students and friends can purchase course packages, school supplies, clothing, food, promotional items, gifts, confectionary items, transit passes, First Nations arts and crafts, and locker rentals from Kohkom Bea's Store located on the main floor - Regina Campus. Hours of operation are 7:30 am to 8:15 pm, Monday to Thursday and 7:30 am to 4:30 pm, Friday. Call (306) 790-5950 ext. 3050 for additional information.

Textbooks can also be purchased at the University of Regina Bookstore located on the main floor of College West adjacent to the Dr. William Riddell Centre. Hours of operation are 8:15 a.m. to 4:30 p.m., Monday to Friday. The store is also open until 8:00 p.m. on Thursdays and on Saturdays from 12:00 noon to 4:30 p.m. during the Fall and Winter semesters. Seasonal dates and times are available on the Bookstore's voice message (toll-free at 1-999-478-2665 or, in Regina, 585-4755) and posted throughout the University.

Students can order textbooks online using UR Self-Service (section 8.2.6.3).

8.2.1.2 Prince Albert Campus

There is no bookstore located on-campus. Students can purchase textbooks from the SIAST Woodland Campus. The bookstore is located in the Technical Centre, hours of operation are Monday to Friday, from 8:30 a.m. to 4:00 p.m.

8.2.1.3 Saskatoon Campus

There is no bookstore located on-campus. Students can either purchase textbooks from the University of Saskatchewan, or from a *Turning the Tide* Bookstore Representative who will be on-campus at the beginning of each semester. Contact Student Success Services for on-campus book sale dates.

8.2.2 Computing Services

8.2.2.1 Regina Campus

The Regina Campus of the First Nations University of Canada offers a computer lab for general student use when the lab is not in use for class purposes. This lab is for students of the First Nations University of Canada only. In order to use the lab, students must complete a Computer Access Form. Students may obtain this form from Student Success Services/Registrar's Office, or from an instructor. Once the form is completed and signed, a student takes it to the Director of Information Technology at the First Nations University of Canada who then creates an account for the student. Students must retain this form throughout the session.

Regina campus students also have access to computer labs at the University of Regina. Students are responsible for reading the University policies regarding Campus Computing, Network and Other Information Resource Facilities. These policies can be found on the University web site at www.uregina.ca. Follow the links to the Policies and Procedures Manual. Use of the University Network for the first time constitutes acceptance of University network policies.

8.2.2.2 Prince Albert Campus

Students taking courses on the Prince Albert campus should consult the Student Success Services Office for information on computer access.

8.2.2.3 Saskatoon Campus

The Saskatoon Campus of the First Nations University of Canada has a computer lab available for students. The lab is located in Room 106. The hours of operation are:

Monday to Thursday 8:30 a.m. to 8:30 p.m.
Friday 8:30 a.m. to 4:30 p.m.
Contact: 306-931-1800 ext. 5700

8.2.3 Library Services

8.2.3.1 Regina Campus Library

This branch of the First Nations University of Canada's Library houses over 55,000 items, including monographs, periodicals, newspapers, microform, CD-Rom collections, audio-visual materials, and vertical files. It provides a specialised collection which focuses on the First Nations, Inuit, Metis, and Indigenous peoples in North, South, Central America, Australia and New Zealand. The collection supports the courses the First Nations University of Canada and the University of Regina offer. It also holds the Eeniwuk Collection: some 5,000 titles supporting research in Native Studies. The Eeniwuk collection was formerly known as the Canadian Association in Support of Native Peoples (CASNP).

Access to the Archives of the First Nations University of Canada is also available with permission of Library personnel. Overall, the collection has strengths in the areas of Native Studies, Communications, Business and Administration, Education, Fine Arts, Science, Health, and Alcohol and Substance Abuse.

8.2.3.1.1 Catalogue and On-Line Services (WebVoyage)

All University of Regina library materials, including Federated College library holdings, can be located using the University of Regina's public access catalogue, WebVoyage, at www.voyager.uregina.ca. WebVoyage also provides access to the catalogues of other libraries, and to many electronic collections of full-text resources and database services. Faculty, staff, and registered students may access all 6000+ full-text journals and 150+ databases at any time from their Internet connection. Off-campus access to electronic resources requires an activated University of Regina identification card.

8.2.3.1.2 University of Regina Library System

All First Nations University of Canada students are entitled to the use of the University of Regina library system during semesters in which they are registered for courses. In order to borrow materials, students need a University of Regina identification card (see section 2.17). The circulation desk staff must activate the barcode on the I.D. card before electronic services can be used off-campus.

The loan period for undergraduate students on standard circulating material is 3 weeks. Shorter loan periods (usually 2 hours or overnight) are in effect for books and other materials that are placed on reserve for particular courses. Serials, unbound periodicals and reference materials do not circulate. Books that are already out on loan may be recalled through the "My Account" feature of WebVoyage or by completing a recall form at the circulation desk.

8.2.3.1.3 Catalogue and On-Line Services (WebVoyage)

All University of Regina library materials, including First Nations University of Canada library holdings, can be located using the University of Regina's public access catalogue, WebVoyage, at www.voyager.uregina.ca.

WebVoyage also provides access to the catalogues of other libraries, and to many electronic collections of full-text resources and database services. Faculty, staff, and registered students may access all 6000+ full-text journals and 150+ databases at any time from their Internet connection. Off-campus access to electronic resources requires an activated University of Regina identification card.

8.2.3.2 Prince Albert Campus Library

This branch supports the courses offered by the Northern Campus (Social Work, Indian studies etc.). It recently received the Gerald Sherrard Collection. Mr. Sherrard donated the collection which is predominately made up of Indigenous Studies materials.

8.2.3.3 Saskatoon Campus Library

This branch maintains a substantial collection of monographs, periodicals and videos for the Department of Indian Social Work and the Department of Indigenous Studies Programs. The Saskatoon Campus Library also houses the Office of the Treaty Commission collection (OTC) which contains copies of many archival documents, microform, rare books, and other documents pertaining to the issue of treaty land entitlement. The Library recently developed a First Nations' Periodical Index which is posted on the Internet under the Schoolnet Digital Collection at: <http://www.lights.com/sifc/>

8.2.4 Services for Students with Disabilities

See section 8.10 of University of Regina Undergraduate Calendar.

8.2.5 Student Success Services

Student Success Services provides the following academic support services to students: academic advising, academic seminars, Student Transition and Retention (STAR) program, first year courses, orientation, placement testing, student wellness program, career counselling, cultural workshops, study space, writing centre, and tutoring. Refer to Section 9 for detailed information.

8.2.8 Transcripts

A printer-friendly unofficial transcript is available at www.uregina.ca/webservicesforstudents/

Official transcripts are requested in writing from the Office of the Registrar, by letter or using a transcript request form (available at the Registrar's Office and, soon, on the web). The letter or form can be delivered in person, or mailed or faxed to:

Office of the Registrar
University of Regina
Regina, SK S4S 0A2
Fax: 306-585-5203.

Requests by letter need to include name, former name(s), student I.D. number, current mailing address and phone number, the number of transcripts required, and the address(es) to which the transcripts are to be mailed. The request must be dated, and signed by the student whose transcript is being requested. Telephone and e-mail requests are not accepted.

Current or former students who require a transcript to be issued in a name other than that recorded in the university's student information system will be required to provide official documentation of a change of name. Refer to section 3.18 for more information.

Official transcripts are issued directly to an agencies or institutions.

For self-administered admission processes only, to the student (or to a proxy with signed permission from the student) in a sealed, stamped envelope; the transcripts in this case are stamped "official if received in a sealed, stamped envelope."

Students should allow at least 5 business days for the production of official transcripts. The costs of producing and mailing them are covered by the academic services fee. A charge will be levied for sending them by courier, and varies by the destination.

Transcripts for the Nursing Education Program of Saskatchewan (NEPS), Northern Health Sciences Access Program (NHSAP), and National School of Dental Therapy (NSDT) can be obtained by contacting Faye Cote, Assistant Registrar, First Nations University of Canada Regina Campus at 306-790-5950 ext. 3108. There is no cost for transcripts, but there is a limit of 5 sets per person.