

Frequently Asked Questions by New Students



1. What is a faculty advisor and why do I have one?

Your faculty advisor is assigned to you once you have been accepted into a program at St. Andrew's College. Your advisor will generally remain with you during the duration of your program. Your faculty advisor will help you plan which courses you should be taking each term (a meeting with your advisor is **required** before you are allowed to register in courses for each term). They will work with you to ensure that you will be successful each term and that you are taking the appropriate courses. You are welcome to schedule meetings with your faculty advisor at any time during your program and should regularly

be in touch with your advisor about how you are adjusting to life in Saskatoon and about how you are doing in your studies. If you are unsure of how to find resources or how to use the library, your faculty advisor can help with that as can our library technician: Katelyn Haskell.

2. How do I get a U of S student card?

Since St. Andrew's College does not issue student cards, you need to acquire an affiliate U of S student card if you desire to have a student card. The Registrar sends a list of all current St. Andrew's College program students to the U of S card office. You simply need to go to the card office (normally located in the U of S Book Store in Marquis Hall, but is temporarily located in Upper Place Riel until Sept 7) and request your student card. Please bring a piece of photo ID (identification) when going for your student card so that your identity can be confirmed.

You can also order your student card online and pick it up at the U of S Book Store. See instructions here: <https://students.usask.ca/essentials/student-id-cards.php#Howtogetit>

3. Can I use the sport facility/gym at the U of S?

Yes, St. Andrew's College students have access to the sports facility/gym (called the PAC: Physical Activity Complex) at a student fee of \$25/month + GST. All student memberships must be purchased through PAC Room 222 Monday to Friday 8:30AM-4:30PM. The Registrar sends a list of all current St. Andrew's College program students to the PAC. You simply go to PAC Room 222 and request a PAC membership, indicating that you are a St. Andrew's College student. Bring your U of S student card with you and another piece of ID.

4. Can I use the library in the U of S?

Yes, as a St. Andrew's College student, you also have access to the U of S library with your U of S student card.

5. Where do I go with questions related to immigration, visas, and permits?

St. Andrew's College is not allowed to give students advice on matters related to immigration or any matters pertaining to the Canadian Government. St. Andrew's College students instead have access to The International Student and Study Abroad Centre (ISSAC) on the University of Saskatchewan campus. You are able to make an appointment with an International Education Officer to discuss any issues or concerns related to immigration. If you need help getting in touch with someone at ISSAC, please let Greg (Registrar) know. <https://students.usask.ca/international/issac.php> Room 80, 1 Campus Drive, Place Riel

6. How do I apply for a Saskatchewan Health Card?

In order to apply for a Saskatchewan Health Card, you must have: A valid study permit, Proof of registered, full-time status (letter of confirmation will be sufficient), a Saskatchewan residence address. Please find more information about the application process for yourself and your family at the following link:

<https://students.usask.ca/health/health-plans.php#SaskatchewanHealthCards> Complete the application for a Saskatchewan Health Card at this link: <https://www.ehealthsask.ca/residents/health-cards/Pages/Apply-for-a-Health-Card.aspx>

7. **Will I still be a full-time student after I begin practicum (MTS 37 Credit – International Partners)** Yes, all students retain their full-time status during the ministry practicum.

8. **How does Public Health Care work in Saskatchewan?**

Public Health Care in Canada is available for all Canadians, permanent residents and international students who have a *provincial health card*. ***If you have a provincial health card, you have access to:***

You Will Need to Pay For:

Prescription medication
Ambulance service (about \$350)
Dental care provide by a dentists
Eye tests and glasses/lenses
Some vaccinations
Services like chiropractor, massage and physical therapy
Cosmetic surgery/procedures
Complementary health (traditional Chinese medicine, holistic natural path)
Medical appliances/devices.

No Cost to You:

Appointments with family doctor or specialist
Walk in clinic health care
Emergency room treatment
Hospital treatment if your doctor recommends it
Maternity care
Investigations ordered by physician.

9. **Can I enroll in a Health and Dental plan?**

As mentioned above, there are still costs to your health and dental needs in Saskatchewan, even if you have a Saskatchewan Health Card. Many people in Saskatchewan have some of their health and dental costs covered or partly covered by enrolling and paying for a health and dental “plan”. As a Graduate student, you do have access to the Graduate Students’ Association (GSA) Health and Dental Plan. You can enroll yourself and your family in this plan.

- ***It is very important that if you want to enroll in this health and dental plan, that you enroll yourself during the appropriate Change-of-Coverage Period – between Sept 3 - Sept 30, 2020. If you wait until after the change-of-coverage period, you will not be able to enroll in this specific plan again until January 2021.***

There are a few specific steps for you to follow in order to enroll in this plan:

1) Pay the GSA (Graduate Students’ Association) fee (\$70.64) directly to the GSA (see address below) and then provide a copy of the receipt with your enrollment form to confirm your eligibility.

Graduate Students’ Association
University of Saskatchewan
Emmanuel & St. Chad
1337 College Drive
Saskatoon, SK S7N 0W6

2) Once you have paid the GSA fee and have your receipt, you can then enroll yourself in the plan at the Health and Dental Plan on campus (Main level, Room 121, Place Riel Student Centre, 1 Campus Drive, Saskatoon) OR you can self-enroll online at this link:

http://studentcare.ca/rte/en/UniversityofSaskatchewangraduatestudentsGSA_ChangeofCoverage_SelfEnrolment

a. Scroll to the bottom of the page to find: “Enroll Yourself Now”

i. As Plan members, students who complete a self-enrolment may also choose to enroll their spouse and/or dependents by completing the couple/family enrolment process outlined in the Couple and Family Enrolments section. This information is also found at the above

link. Find more information (including costs and what is covered) about the plan in general here:

<https://gsa.usask.ca/services/health-and-dental-plan.php>

10. Can I purchase a student Bus Pass?

Yes! St. Andrew's College students can purchase the **U-Pass** for each academic semester. The U-Pass is a discounted bus pass available to students who become GSA (Graduate Students' Association – see question #8) members. The U-Pass gives students access to unlimited rides during the academic semester using the city bus system. The GSA fee (\$70.64) can be paid at Graduate Students' Association, Emmanuel & St. Chad, 1337 College Drive. This location is where you also pay for the U-Pass (\$111.01 per term). Once you have paid for the GSA Membership and the U-Pass, you take your payment receipts to the Information Desk in Place Riel (1 Campus Drive) to receive your U-Pass. The other option is to pay for a student bus pass directly at the Saskatoon Transit Customer Service Centre (226 23rd Street East), but this costs \$272.00 per semester.

11. Will I receive any help with my English even after I have met the language requirements?

Yes! St. Andrew's College provides an English language tutor on-site. Students may arrange for assistance with their English language skills with relation to their academic work or worship liturgy preparation. This service is available weekly by appointment. There is no fee for this service. The English Language tutor can also help with life-skills in Canada. Contact the Registrar's office to make arrangements for this service.

- English language programs (including part time evening courses) are also available at the University of Saskatchewan Language Centre: <http://learnenglish.usask.ca> phone: 306-066-4351
- Off-campus English as a Second Language programming and services are available at **no cost** at The Global Gathering Place, 100 5th Ave. N. 306-665-0268

12. Will I have a student mentor?

Currently, we do not have a student mentorship program set up. The St. Andrew's student body is a small and close community. If you desire a student mentor, please be in touch with the Registrar and a mentorship could be arranged. Core-Group (a mandatory program requirement for all students) meets at least once a month together with our Pastor in Residence. The purpose of Core Group is to provide opportunities for students to develop participatory and leadership skills for theological studies and for creating Christian community. All work within Core Group remains confidential, unless all parties agree that an issue needs to be brought to Faculty or to the Principal.

13. What is Populi?

Populi is our student database website. All St. Andrew's College students are provided with a Populi account. Populi is the website where students register for courses, find their finals grades, download course readings and syllabi and see how much tuition is owing. Our Populi login page is: <https://standrews.populiweb.com>

14. How do I pay for courses?

Payments can be made by credit card, debit, cash, cheque or money order. Payment information can be provided over the phone by calling the main office or the registrar. You can also pay at the main office with debit or credit. We do not currently offer online payments as an option.

15. How can I apply for bursaries as an international student?

St. Andrew's College program students (except for DLM and Exchange Program students) have access to the Book Bursary. You must apply for the book bursary during the semester that the books were purchased for. Up to \$200.00/semester is available to help with the purchase of books that are essential tools for ministry and theological study. This bursary is given on a 50/50 basis for books purchased. International Students are also welcome to apply for different scholarships and bursaries dependent on whether certain criteria is met – please be in touch with the Registrar for a list of possible bursaries or find a list here:

<http://www.usask.ca/stu/standrews/students/funding.php>

16. Can I work while I study?

International students may be eligible to work in Canada while studying. There are certain conditions that you must meet and you may be required to apply for a work permit. There are different conditions whether you are wanting to work 'on-campus' or 'off-campus'. Please see the following link for more information: <https://students.usask.ca/international/eligibility-to-work.php#Workwhileyoustudy> and contact an international Education Office at ISSAC for further information.

17. If I have a problem with a professor, a colleague, or anyone in school, who do I contact?

If you have a question or concern, or are aware of harassment and wish to make a complaint, you may confidentially speak with a Senior Administrator of the College, which includes the Principal (if a complaint is against a student, faculty member of the Chief Administrative Office); The Chief Administrative Officer (if the complaint is against a staff member, resident, volunteer or visitor to the college) or a member of the Board (if you complaint is against the Principal). You may also contact the external coordinator appointed by the College, who serves at the Harassment Prevention Policy Coordinator for St. Andrew's College. Please refer to the Harassment Prevention Policy on our website or in the student handbook for further details.

18. Where can I go when I am sick?

There are many walk-in clinics in Saskatoon: https://www.saskatoonhealthregion.ca/locations_services/locations/Pages/Walk-in-Clinics.aspx If it is an urgent after-hours need, you are able to go to Emergency at a hospital. For a listing of **off-campus health and dental services** please see the 'Complete Studentcare Network Listing' located on the www.ihaveaplan.ca website. Enter the 'University of Saskatchewan Graduate Student Association' in the search box and click on the 'Complete Network Listing' heading in the top right hand corner of their home page.

19. Will St. Andrew's help me to find my ministry position?

St. Andrew's College will assist you in finding an appointment for your ministry practicum – we will provide you with a list of vacancies and also provide you with instructions to add yourself to the national availability list for the United Church of Canada.

20. Do I have to file an income tax return as an International Student?

If you are an international student studying in Canada, you may have to file a Canadian income tax return. You must determine your residency status to know how you will be taxed in Canada. St. Andrew's College and the University of Saskatchewan cannot provide tax advice. Please go to this link to determine whether you need to file taxes: <https://www.canada.ca/en/revenue-agency/services/tax/international-non-residents/individuals-leaving-entering-canada-non-residents/international-students-studying-canada.html>

Use this link to find information about money and opening a bank account in Canada:
<https://students.usask.ca/international/money.php>

21. Is there a place of food support for free or at a cheaper price?

Emergency Food Hampers are available to students in financial need. You simply need to valid Saskatchewan Health Card and a U of S student card. Students may place an order once every 14 days. The hampers are delivered every Wednesday and Friday afternoons. Students can request an emergency food hamper at the Food Centre located in the USSU Main Office, in the Place Riel Student Centre (Room 110, #1 Campus Drive).

Food Hamper request forms are available here: <https://ussu.ca/wp-content/uploads/2016/03/2016FoodHamperRequestForm.pdf>

USSU Food Centre offers a weekly fresh food market in Place Riel. This program provides fresh fruits and vegetables at extremely low prices in order to accommodate students' health needs.

22. Where do I find more information? In the pdf copies of your program & policy handbooks and on our St. Andrew's College website!