# **Humber Campus Tour Route**

# Before You Begin: Facts and tips for a successful tour!

- 1. Humber College offers over 180 programs including:
  - Bachelor's degrees;
  - Diplomas;
  - Certificates:
  - Apprenticeships; and
  - Postgraduate certificates.
- 2. There are 18,000 full-time students at North Campus alone. Overall Humber serves 29,800 full-time students, 23,000 continuing education students, and 2000 apprentices
- 3. Humber has transfer agreements with more than 50 different universities and colleges to help further our students' success in their future careers. Details of the different universities and colleges apart of our transfer agreement can be found at:
  - http://www.humber.ca/transferoptions/.
- 4. We have an extremely high success rate at Humber and the contributing factors to this success are the placements and extensive training from industry professionals.
  - \* 83% of Humber students find employment within six months of graduation; and
  - 91% of employers have indicated their satisfaction with Humber students they have hired.
  - 90% of programs feature co-op, internship, clinical practice or work-study opportunities.
- 5. Every year Humber College provides students with over \$5.6 million in bursaries and scholarships.
  - Learn a <u>few facts</u> for each specific spot; don't memorize all of the information from the beginning. Prospective students want to hear what it's really like at Humber so share stories and give advice.
  - It is not about telling prospective students every single thing you know about Humber, it is about having enough knowledge about Humber to answer the tricky questions students or parents might ask.
  - There is a lot of information to know about Humber so do not feel discouraged if you don't know everything at the beginning. The more tours you give, the more comfortable you will become.
  - Always refer the prospective students on your tour to <u>www.humber.ca</u> for further information if they have questions later. <u>Never quote prices on a tour!</u> It is best to direct them to the Humber Website.
  - Know your audience! When you begin your tour you should know what program each guest is interested in for example: If a prospective student is interested in the Esthetician Spa Management program really highlight the Humber Spa!

- Do not overload your guests with detailed information (unless they ask!) too much information may overwhelm some guests i.e. providing the website information for every service at Humber. Tell them enough to make them want more!
- If you are unsure of a question, do not guess! Find the right answer for your guest(s) or refer them to staff/humber.ca to find the right answer.
- An excellent tour guide portrays the following characteristics: good judgment, professionalism, positivity and enthusiasm!
- ALWAYS keep in mind that you may be the first person a prospective student encounters at Humber. Someone's experience on a campus tour may be the reason he/she chooses to come to Humber!

You are now ready to give a great tour!

# **OBJECTIVES:**

- 1. Humber is student-centred the success of our students is our highest priority (hands-on learning, work experience, tutoring/mentoring, student support).
- 2. Innovation we respond to industry trends to meet the needs of competitive industries (facilities/labs).
- 3. Excellence we are committed to outstanding services, academic programs and teaching.

# **North Campus Tour Route**

# BEGINNING AT THE ACADEMIC & CAREER SUCCESS CENTRE

# INTRODUCTION

- Introduce yourself with your name and what program you are in.
- Tell your group that you are taking them on a general campus tour that will take approximately one hour (with an additional 15-20 minutes with Residence).
- Direct your guests to open their tour package and quickly outline what information we have provided them with always highlight why this information is helpful!
- Give a brief introduction about Humber (from above points).
- Note that guests will be taking stairs during this tour and encourage those with disabilities or injuries to take the elevator.

Start your tour by taking guests just outside Academic & Career Success Centre and briefly talk about the Learning Resource Commons followed by the Academic & Career Success Centre.

#### LEARNING RESOURCE COMMONS

We are currently in the Learning Resource Commons (LRC). Here, you will find all of our student services under one roof. Previously, all the services used to be scattered across the campus, so now it's a lot easier to find help.

#### STOP 1: ACADEMIC & CAREER SUCCESS CENTRE

This office provides the following services to students in support of their academic and career success:

- Search for on and off-campus jobs;
- Full-time students can apply for Work Study jobs online through MyHumber, which allows them to work on campus for up to 24 hours per week;
- Staff will help students customize their resumes and cover letters for free;
- Career Advisors will conduct mock interviews for students and provide tips on how to be successful
  in an interview;
- Hosts networking and career events for students to gain industry knowledge and build a list of contacts; and
- Students can access online job portals through the Career Centre's website and find job postings in their field.

#### Additional Information

Direct guests to careers.humber.ca if they require more detailed information.

Walk under the stairs toward the Office of the Registrar; stop in front of the office near the front entrance.

# **STOP 2: OFFICE OF THE REGISTRAR**

- The Office of the Registrar is home to Customer Service, Admissions, Records and Financial Aid.
- Students can come to the Office of the Registrar for a variety of services, including:
  - Application enquiries;
  - Speak to Financial Aid;
  - Fees and deadline enquiries.
- We encourage students to complete these services through MyHumber. Using MyHumber students can also:
  - Register for courses;
  - Request an official transcript;
  - Purchase a parking pass;

 Pay tuition (Visa, MasterCard, Debit Credit);

- Upload picture for student I.D. card;
- o Print tax forms; and
- o Change mailing address

When students visit the registrar's office, they must get a ticket at the front desk and show student I.D.

- In-person payments are not available payments can be made online via MyHumber or a financial institution.
  - We also have computers on campus that students can use if needed.
  - Students can also call the contact centre to pay over the phone.

Take stairs to second floor and turn right toward the Student Wellness & Accessibility Centre.

#### STOP 3: STUDENT WELLNESS & ACCESSIBILITY CENTRE

The Student Wellness & Accessibility Centre supports students' health and well-being in order to promote academic success at Humber. This is the home to Accessible Learning Services, Counselling Services and Health Services.

#### **Health Services**

- Health services are confidential and available to all registered students.
- Students have to make an appointment to see a doctor or nurse.
- Doctors are available five days/week at the North Campus; appointments can be made in person
  or over the phone, first appointment must be made in person with a valid health card or proof of
  coverage).
- Students can receive support in a variety of areas ranging from minor illnesses, nutrition education, and sexual health.
- NOTE: Not all vaccinations are covered by OHIP and student insurance; mask fittings can also be done here. Visit the Health Sciences website for more information.
- Services offered at the Health Centre: (pick three)
  - O By appointment:
    - Male and female physical exams;
    - Sexual health information and prescriptions only;
    - Various vaccines and allergy shots;
    - Physiotherapy referrals; and
    - Referrals to a specialist.
  - Walk-in:
    - General health info and counselling;
    - Smoking cessation; and
    - Nutrition.

# **Counselling Services**

- Assists all registered students in working through and resolving personal or academic difficulties at school, home, in their relationships or personal life.
- Counsellors help students work through their problems, reach their goals and assist them in functioning as effective learners.
- Counselling support is free and confidential to all full-time students.
- To book an appointment, students must contact the Student Wellness & Accessibility Centre.
- NOTE: North has 7 full-time counsellors and Lakeshore has 3.

# **Accessibility Services/Accessible Learning Services**

- Facilitates equal access for students with disabilities by coordinating academic accommodations and services.
- Works collaboratively with students and professors to ensure that the academic environment is accessible.
- If a student knows they will need to use this service, they should register with Accessible Learning Services at least 3 weeks before the start of classes (\*\*\*NOTE: They must be confirmed and have paid their fees for the semester).

#### Additional Information

 For more information on all three services and what documentation is required, visit www.wegotyou.humber.ca.

Walk towards the Student Life Office. As you're walking point out the Multi-Faith Centre and International Office.

#### STOP 4: INTERNATIONAL OFFICE

- Summer Abroad Programs:
  - General elective (GNED) credits for diploma/advanced diploma students, and lower level degree breadth elective credits for degree students (NOTE: "degree breadth" is the degree's equivalent of the diploma "GNED" credits. "Lower level" means first or secondyear electives).
- Semester Abroad Programs:
  - For degree students, these translate into a combination of core credits and degree breadth elective credits.
- Students can also complete their <u>mandatory internship/work</u> placement abroad, with approval from their Program/Placement Coordinator.
- Eligible students can receive up to \$2,500 in bursary assistance to support their travel.
- All schools have their own placement advisor that the students can contact if interested

#### **Additional Information**

- Most students at Humber have the opportunity to study/work abroad possibly
- If there are no study abroad options available, there is the opportunity to use the experience towards enrollment in Humber's free Global Citizenship Certificate program.
- To view the guidelines for what makes a student eligible under the <u>Study Abroad/International</u> <u>Mobility Bursary</u>, view the website at <a href="http://www.humber.ca/admissions/financial-aid/bursaries">http://www.humber.ca/admissions/financial-aid/bursaries</a>.

#### **STOP 5: STUDENT LIFE**

The Student Life office helps students transition into life at college:

#### **Orientation and First Year Experience**

- These programs focus on engagement and involvement in the Humber community.
- Orientation prepares new students for the transition to Humber by giving a comprehensive overview of what to expect from their program and how to get involved on campus. Research has shown that students who attend Orientation are more successful students.
- The First Year Experience Program is a peer mentoring program that matches first year students
  with upper-year students in the same program or from similar programs. This is a great way to
  make a connection with other students and learn about different events you can participate in
  around campus.

#### **Leadership Programs**

 Weekly workshops that focus on skill development such as public speaking, networking, communication and co-curricular experiences including volunteering, teambuilding, health and wellness.

#### Office of Student Conduct

Assistance with conflict resolution and the Code of Student Conduct.

#### Student LifeLine

- Student Life offers the following services:
  - Financial Issues:
  - o Personal and Relationship Counselling (face-to-face, by telephone or video conference);
    - Note: Student LifeLine's counselling is more short-term for crisis counselling, whereas Counselling Services is for ongoing, continued support.
  - Other resources:
    - Online Depression Centre;
    - Understanding Stress tutorials;
    - Eating Well program;

- Self-assessment tools:
- Quit Smoking tools;
- Childcare search services; and
- Career and job search advice.

#### **Multi-Faith Centre**

 Humber offers Chaplaincy services, prayer and meditation space and a connection to campus clubs and local faith-based groups.

# Co-Curricular Record (CCR)

- A program designed to help students find skill development opportunities at Humber College and the University of Guelph-Humber and have them recognized on an official record.
- Experiences range from:
  - Paid positions;
  - Volunteer opportunities;
  - Workshops;
  - Conferences;
  - Athletics:
  - o Etc.
- The CCR will highlight the out-of-classroom skill development that students have engaged in during their academic career such as critical thinking and problem solving, communication, and leadership.

#### Additional Information

- For the various services available to students, please visit <a href="www.wegotyou.humber.ca">www.wegotyou.humber.ca</a>.
- Student Lifeline: www.humberlife.com/lifeline.
- Toll-free hotline for assistance with most issues: 1-877-418-1537.

Walk down the hallway toward Testing Services.

#### **STOP 6: TESTING SERVICES**

- Students may need to use the Testing Services office for the following:
  - Makeup tests;
  - Students with disabilities testing;
  - Admission testing; and
  - Computerized College Placement Testing (CCPT).
- Admission testing is used in addition to your transcripts to determine your eligibility for a Humber program.

- Computerized College Placement Testing (CCPT) is used to place students in the appropriate
  writing or math courses. These tests <u>do not</u> alter any admissions decisions that have already been
  made. Tests can be booked from:
  - February to end of March for Summer semester;
  - May to August for Fall semester; and
  - October to November for Winter semester.
- CCPT can be taken online for a fee; students need to fill out a form and the information on how to
  access the test online will be sent to them.
- NOTE: Check your MyHumber account to see if you are required to complete any of these tests.

#### Additional Information

- Refer to www.humber.ca/student-life/testing-services/.
- Degree and postgraduate students are generally <u>not</u> required to write CCPT or admissions tests (always tell them to refer to the admissions requirements at humber.ca or to their MyHumber account).
- Students can book their CCPT when they receive a conditional offer, but it is also possible to wait until receiving their full offer; depends on their personal preference.

#### **STOP 7: ABORIGINAL RESOURCE CENTRE**

- Open to all students at Humber who have questions, are working on projects or would like to get involved through volunteering.
- Humber has approximately 700 Aboriginal students, which is the 2<sup>nd</sup> largest population for Ontario Colleges (the largest is Confederation College in Thunder Bay).
- Some of the services provided here are (pick three):
  - Aboriginal Student Circle (ASC);
  - Elder counselling;
  - Peer tutoring access;
  - Quiet computer and study space;
  - Bursary and Funding applications;
  - Academic counselling:
  - Personal Services; and
  - Workstudy & Volunteer opportunities (for ALL students).

#### **Additional Information**

- Tuition is not impacted for Aboriginal students, there is no tax exemption.
- Visit http://www.humber.ca/aboriginal/ for more information.

Walk back down the hallway and take the stairs to the third floor; stay in foyer area when speaking about Learning Commons.

#### **STOP 8: LEARNING COMMONS AND LIBRARY**

#### **Learning Commons**

- The Learning Commons is open 24/7 and is a space dedicated to individual and collaborative learning.
- Students have access to 100 computers, four multifunction devices (printers, photocopiers, and scanners), 16 group study rooms with collaborative multimedia software, and two large silent study rooms.
- Students receive \$25 worth of printing credit per semester, which is the equivalent of 500 black and white pages (5 cents/page).
- Library staff will be at the Help Desk to assist with IT and research questions.

#### Library

- The Library is on the fourth floor and has a similar layout to the Learning Commons.
- There are 2 large silent study areas, study carrels and 12 bookable group study rooms.
- There is a new textbook collection available for loan.
- 4 video viewing stations, and DVD collection can be signed out and taken home.
- Research Help Desk for assignment support.
- Once students have their student cards, they should go to the front desk of the Library to receive
  their barcode so they can check books out (Regular login credentials [N number and password] will
  access online databases).

Walk through the sliding doors and turn right toward the Math and Writing Centre and Peer Assisted Learning Support.

#### **STOP 9: WRITING AND MATH CENTRE**

#### **Math Centre**

- Appointment is not required.
- Free math help to Humber students in the following areas:
  - Basic math;
  - Remedial math;
  - Statistics:
  - Finance:
  - o Calculus: and
  - Computer applications Excel, MATLAB, etc.
- Students taking biology and chemistry courses can also come here for help.

### **Writing Centre**

- Students can drop in, make an appointment or submit their documents online to receive help in the following areas:
  - Thesis development;
  - Essay structure;
  - Research skills;
  - Analytical reading; and
  - o Grammar.

#### **Additional Information**

- For the Math Centre, students can refer to <a href="http://www.humber.ca/liberalarts/math-centre">http://www.humber.ca/liberalarts/math-centre</a> for more of the services available in the centre.
- The Writing Centre services can be found at <a href="http://www.humber.ca/liberalarts/writing-centre">http://www.humber.ca/liberalarts/writing-centre</a>.

#### STOP 10: PEER ASSISTED LEARNING SUPPORT

- Provides individual on-campus tutoring for students that are having difficulties with or wanting to improve in a specific course (note: students must be registered in that course to receive tutoring).
- Sessions are facilitated by students who have achieved an 80% average or above in the course; each tutor has a "portfolio" outlining all the courses they are able to tutor, so it is possible for a student to be tutored in more than one class by the same tutor, depending on that tutor's portfolio
- Peer tutoring is free; maximum of three (3) hours per week; there is no limit to the number of weeks a student can work with a tutor
- Students can also learn study tips through a variety of events and learning skills workshops that focus on helping them master study skills, time management and presentation skills.

#### **PASS Program**

- Peer Assisted Study Sessions (PASS) are weekly study sessions to support students in traditionally difficult courses, as identified by an Academic School within Humber (e.g., Anatomy & Physiology in Nursing – School of Health Sciences).
- These sessions are facilitated by students who have achieved an "A" (80%) or above and have been trained by the PALS office.
- The PASS model is most effective in courses that:
  - Have a historically high rate of students getting a "D" grade, failing or withdrawing;
  - Are perceived as difficult by students; and
  - Have a high level of instructor support and willingness to collaborate.

#### **Additional Information**

Visit http://www.humber.ca/learningresources/ for more information.

Take guests back downstairs to first floor.

On your way, tell your guests that they can find the School of Liberal Arts & Sciences, Academic Upgrading, and Advancement & Alumni Relations on the fifth floor. The sixth floor is home to the President, Human Resources and various administrative offices.

Lead your guests through the tunnel behind the staircase or walk them through the courtyard if weather permits. The court yard is smoke-free and incorporates green space in an urban community. Talk about Public Safety.

# **Public Safety**

- Public Safety is on campus 24 hours a day, seven days a week.
  - Campus Emergency Phones:
    - Emergency phones are located in the parking lots as well as the interior of the campus. These phones connect directly to front desk security and they will stay on the line with the student until someone is dispatched to his/her location.
    - Students can contact Public Safety from these phones if they feel uncomfortable or need assistance.

#### Campus Walk Program:

 Campus Walk provides a walking partner to students, faculty, or visitors who wish to be accompanied to their car, Residence, the bus stop or to the perimeter of the Humber property.

#### • H.E.A.R.T. Program:

- The Humber Emergency Auto Response Team is designed to help anyone experiencing vehicle problems while on college property. This service is available 24/7 and can help you by:
  - 1. Lending a gas can;
  - 2. Re-inflating a flat tire; and
  - 3. Providing phone numbers to arrange emergency assistance if the Humber security team cannot assist further.
- Download Public Safety's free "Guardian" app for quick access to resources to stay informed.
- Hosts free self-defense training workshops.

#### **Additional Information**

- Call 416.675.8500 or use the emergency phones to contact security.
- Refer to www.humber.ca/publicsafety for more information.

On the way to the HSF Student Centre, talk about the <u>Xerox Print Centre for special printing services</u>. Take group to the Student Centre using the entrance closest to the Board Games Room.

# STOP 11: IGNITE STUDENTS' FEDERATION/ STUDENT CENTRE

• IGNITE is the official government for all full-time students at Humber and Guelph-Humber.

#### **Services**

- Health and Dental Insurance students are automatically enrolled in a Balanced Plan. Students can enhance their plan (Enhanced Drug/Enhanced Dental) depending on their need. Other fun facts:
  - IGNITE is the first Canadian College student government to bring students a flexible health insurance plan;
  - Students can only change their plan in the FIRST semester and once switched, they CANNOT switch back. Refer to the website under "Services" and "Health and Dental Insurance" to see deadlines for when students can switch their plans;
  - All full-time students are covered under the plan;
  - Part-time, continuing education and academic upgrading students must contact IGNITE to opt in and pay an additional fee; and
  - Alumni do not have access to this insurance.
- Bursaries available for students with proven financial need.
- Financial Relief Program (FRP) provides students who are in emergency situations (homeless, physical/health issues, child care issues, abuse) with financial aid.
- Volunteer opportunities campus clean-up days, green initiatives and other events on campus.
- Tax Clinic FREE workshops beginning in March on how to file taxes. There is also the
  opportunity to book individual appointments with trained student volunteers who will file taxes for
  students.
- Sleep Lounge students can book a 60-minute nap in one of IGNITE's lounge chairs.

#### **Campus Dental**

- Full service professional dental office (this office is **not** student-run) that will provide:
  - Teeth cleaning;
  - Whitening;
  - Fillings;
  - Root canals;
  - Extractions:
  - o Etc.
- Dentists are on campus twice a week (Tuesdays and Fridays) during the school year (Sept May) and hygienists are there five days/week.

- Through the IGNITE Dental Insurance, full-time students on a Balanced Health Plan can have one hour of covered cleaning per year.
- IGNITE Dental Insurance can be used directly through this office (no money exchanges hands), but students can also go to their own dentist (pay upfront and be reimbursed in a couple of business days).

# **Social Opportunities**

- IGNITE is always hosting on and off-campus events:
  - Poster sales;
  - Comic-Con;
  - Exotic petting zoos;
  - Frosh Week;
  - o Concerts; and
  - Guest speakers.
- IGNITE offers more than 49 clubs and associations like the Anime Club, eSports Club, the People's Ping Pong Party Club, etc. Students can apply to fund their own club(s)!

#### Get Involved

- Run in the elections to become the next student government.
- Apply for jobs in customer service, events and communications.

#### **IGNITE Student Centre**

- The Student Centre hosts many student functions and events. Students can use the following spaces:
  - Study rooms on the 2<sup>nd</sup> floor (book on HSF's website, humberlife.com);
  - o Game Room foosball, pool tables and hosts tournaments throughout the semester;
  - Video Games Room features an Xbox One; students can bring friends, play games and unwind.
- The Food Emporium (downstairs) has many different food options such as (PICK A FEW):
  - Subway;
  - Pizza Pizza;
  - Coyote Jack's burgers and fries;
  - Mucho Burrito for freshly made burritos;
  - Teriyaki Experience for Asian inspired dishes;
  - Booster Juice:
  - Menutainment with newly prepared dishes;
  - o Bento Sushi; and
  - On the Go sandwiches and snacks.

 These outlets accept cash, debit, credit and meal cards/plans. To see the dining plans available for commuters, visit <u>www.dineoncampus.ca/Humber</u>.

# **Additional Information**

- IGNITE's website is <a href="http://ignitestudentlife.com/">http://ignitestudentlife.com/</a> and contains all information regarding these services.
- Campus Dental website: www.loveyourteeth.ca.

Exit IGNITE/Student Centre by the Dental Clinic and walk across the hall to the Bookstore.

#### **STOP 12: THE BOOKSTORE**

- Students can purchase the following:
  - Textbooks;
  - TTC tokens and monthly passes (does <u>not</u> sell for Brampton, York, Mississauga or GO bus);
  - Humber clothing;
  - Stationary;
  - o Books and magazines; and
  - Computer hardware and software.
- Textbooks can be purchased:
  - Brand new;
  - Used at a 25% reduced cost; or
  - Rented for up to 80% the cost (students need a credit card as collateral to rent textbooks).
- Price Matching:
  - BEFORE the drop date (i.e., first 3 weeks of class), any product purchased can be pricematched
  - Items purchased AFTER the drop date can be price-matched up to 7 days following the purchase date.
  - To qualify:
    - MUST be new products/packages;
    - Prices are from either Amazon.ca, Chatpers/Indigo.ca or Scorpio Bookstore; and
    - Products must have the same ISBN as in the store.
  - \*\*\*NOTE: Price match is done with an <u>in-store gift card</u> for the difference (no cash transaction) and the student must have proof of the price match from that day.
- Students can sell textbooks back to the Bookstore and receive up to half of the original price depending on the demand for that particular text.

#### **Additional Information**

Rent-A-Text: www.content.efollett.com/rent\_a\_text\_canada/index.html.

For all services, visit http://www.bkstr.com/humberitstore/home.

Walk towards Ackee Tree and take the elevator up to the 3<sup>rd</sup> floor. Turn left to access F building. Move to the end of the hallway to view the study lounge.

#### The Arboretum and Humber's Commitment to Sustainability

- The Arboretum is 250 acres of botanical gardens, ponds, forests, waterfalls and has over six kilometres of trails for exploration; Humber owns 20 of these acres. In 2015, the Arb was designated as a new Environmentally Significant Area (ESA) by the City of Toronto for its habitats for vulnerable/rare/threatened plant/animal species.
- Within the Arb is the Centre for Urban Ecology, which shows Humber's commitment to sustainability through its outdoor education programs and camps.
- Humber was named one of Canada's Greenest Employers for 2018 (three years running)
- Other ways that Humber is committed to sustainability includes:
  - Greener buildings that use less energy and include solar panels, water filling stations, and green roofs;
  - Use of pesticide-free products to prevent toxins from leaching into the soil;
  - Bee hives to provide a safe environment for honey bees to thrive, since they pollinate approximately 70% of the world's crops.

Stop at Room F312 to showcase new HIVES Classrooms.

# STOP 13: F WING + HIVES (CLASSROOM STOP)

#### The HIVES

The HIVES (Humber Interactive Space) draws on a contemporary approach to teaching and learning, giving students classrooms that are reflective of a professional work setting. Our objective at Humber is to bridge the gap between classroom and industry, and the HIVES are just one example of how we're doing that.

- These classrooms give students the opportunity to have more hands-on and industry-specific
  practice, which is an example of how colleges and polytechnics provide real-world experiences to
  their students.
- The HIVES on this floor are collaborative classrooms with multiple screens to encourage teams to
  work through problems and apply course content. Any program can book these rooms out as
  needed and they can accommodate 40 students per class.
- Small class sizes are not exclusive to the HIVES, there are approximately 40-60 students per class across all of our programs, which ensures students can interact one-on-one with their professors and classmates.
- The HIVES on the fourth floor provide students with practical, hands-on experience in a safe learning environment with small class sizes (30-60 students). The labs featured include:
  - Anatomy;

- Biochemistry;
- Cadaver;
- Embalming and Cosmetology; and
- Cold-storage and casket selection rooms.
- Both floors combine to will help accommodate 1,000 new students with additional student study space and 13 new classrooms.

#### **Transfer Options**

- At Humber, our students come to us from all stages in life including directly from high school, with college/university experience, or many years working in industry.
- As a polytechnic institution, Humber offers students credit for previous postsecondary or industry experience, whether they're transferring within Humber, from another college or from university.
- Transfer credits allow students to receive recognition for prior learning at another postsecondary institution.
- Students can find more information on how to apply for transfer credits at <a href="http://www.humber.ca/transferoptions">http://www.humber.ca/transferoptions</a>.

# Centre for Entrepreneurship (CfE)

- CfE is located at Lakeshore Campus
- Provides all Humber students and alumni with entrepreneurship education and experiential learning opportunities, which underpins Humber's polytechnic approach to education.
- The main focus of the CfE is to help students in the early stages of entrepreneurship with recognizing opportunities; developing, analyzing and refining ideas; creating plans; forming teams; and pitching their ideas.
- The application process starts with a questionnaire about what is expected in order to succeed. Students/alumni have received up to \$10,000, but the largest amount given out was \$20,000 from a single competition. In addition to these funding competitions, applicants receive resources like:
  - Access to co-working space and equipment; and
  - Facilities such as focus group rooms, media production labs and 3D prototyping equipment.
- A success story attributed to CfE is Aqua Greens, a company founded by two Humber alumni in 2013. They won three separate awards and prize money, which enables them to grow nutrient-rich organic greens using cutting-edge, sustainable farming methods. They are selling these greens to local grocers and restaurants in Toronto. Check them out at aquagreens.ca.

Take a right outside the classroom and walk towards the E building stairs to access the other side of the concourse. Move towards The Humber Room and point out Gourmet Express.

#### **STOP 14: THE HUMBER ROOM**

- The Humber Room is our student-operated restaurant.
- It is a full-service restaurant combining a casual fine dining experience with a gastropub that is
  open to students, faculty, staff and the general public for lunches and dinners.
- Meals are prepared fresh every day by our Culinary students and served by our Hospitality Management students.
- The Humber Room enables our students to gain hands-on experience in an industry-standard restaurant that's right on campus!
- If guests don't have time to sit down for a 3-course or 30-minute meal, they are able to go to Gourmet Express to purchase whatever the Culinary students are working on that week, in convenient microwaveable containers.

#### **Additional Information**

Visit www.thehumberroom.ca for reservations, menu and hours.

Walk towards the Humber Spa.

# **Open Access Lab**

- When Humber built the LRC, a lot of the student services moved to that building. This enabled Humber to find new purposes for those empty spaces. The Open Access Lab opened in May 2016.
- Students can come here to study, work on group projects and use the awesome treadmill desk! There is now scientific proof that physical activity improves cognitive ability.

#### **CULINARY/BAKE LAB**

- Three (3) bake labs; 1 multifunctional culinary lab
- Real-world experiences in learning environment and incorporates student and faculty involvement in food science with industry partners
- Culinary Lab
  - Equipment can move in and out easily, so labs can be customized based on needs for each class
  - International new culinary lab features Tandoor ovens and industrial-sized woks for use in creating Indian and Asian cuisine.
  - o Institutional-sized equipment (i.e. tilt fryer), so that students are able to gain experience preparing food in bulk (supports banquet-quantity production for catering purposes)
  - LEED-certified equipment will improve energy usage of current labs (sustainability tie-in)

#### STOP 15: THE HUMBER SPA

# The Spa

- Humber's Esthetician/Spa Management, Cosmetic Management train and gain essential industry experience
  - NOTE: Massage Therapy students train and gain essential industry experience in the Centre for Healthy Living.
- Esthetician/Spa Management and Cosmetic Management students learn how to operate a small business and professional esthetician skills such as body, skin, spa therapies, nail technology, product knowledge, cosmetics application and health and hygiene requirements and standards.
- Students practice with industry-standard equipment.
- This facility is open to the public, students and staff where they can receive a wide range of spa services at a reduced cost.

#### The Spa Boutique

- The Spa Boutique carries a wide range of beauty products including Dermalogica, OPI, Farm Fresh and Nude Stix
- The Spa Boutique gives students experience selling retail as employers are looking for graduates that are comfortable speaking with people about products and application
- Students will also learn how to:
  - Merchandise
  - Do makeovers
  - Inventory
  - o Events

#### Additional Information

- For information about the different services available at the spa, visit www.thehumberspa.com.
- Appointments can be made in person or over the phone (refer to website).
- Contact the Massage Therapy Clinic at 416-675-6622 ext. 5055.

#### Go to Athletics.

Walk up to the front desk and tell Athletics staff that you are from Student Recruitment giving a campus tour. Enter to the right of the desk and walk by the gymnasium.

Stop at the end of the hall (last entrance to gym)

#### STOP 16: ATHLETICS

#### The Gym

- Students have access to all of the Humber Athletics programs and services, including a gym membership, which is all included in their tuition.
- Access to multi-purpose courts for free play basketball, badminton and volleyball only.
- Some equipment can be rented free of charge from the front desk just show student I.D. (Note: sports such as indoor soccer, floor hockey, dodgeball, lacrosse, etc. cannot be borrowed for indoor use without supervision of a coach or a game official).
- There are various locker rooms that have lockers, washrooms, and showers. They are day use
  lockers only so students need to ensure they remember to take their belongings and lock at the
  end of the day. Towel service is available with a student I.D.
- Humber offers Intramural, Extramural and Varsity sports:
  - Intramural: Full-time students can join an intramural team regardless of skill level or playing experience. These programs are designed to give participants an opportunity to learn and play various sports, earn campus recreation rewards and network with other participants.
  - <u>Extramural</u>: These programs are designed to give full-time students the opportunity to participate in healthy competition in various sports, against students from other schools, usually outside the bounds of the campus (GTA). These activities are moderately competitive, and team representatives are selected from open tryouts. There is a minimal registration fee for participation.
  - <u>Varsity</u> Teams compete against other schools and represent the Humber Hawks. These teams are very competitive.
- Open tryouts for Varsity occur at the beginning of the fall semester (sometimes as early as August). Open tryouts commonly act as the last round of tryouts so if you're interested in playing on a Varsity team contact the coach early!
- A community pool is located at this campus. It is owned by the City of Toronto but there are certain times during the day when Humber students can use the pool for free. These times are available at the Athletics desk.

Walk down the hallway on your right-hand side and take the stairs to the second floor.

#### The Weight Room

This can be said as you are walking up the stairs.

Our next stop is the Weight Room; we are going to pass through and head to the Cardio Room.
 Students can use this space for weight training – there are free weights, machines and mats for students to use.

Walk through the Weight Room and head toward the Cardio Room.

#### The Cardio Room

- The Cardio Room has treadmills, mats, free weights and various cardio machines.
- Humber has 6 Woodway Curve treadmills, which are powered by the runner and are not plugged
  into the wall. In addition, they are ergonomically designed to be easier on joints.
- There are two fitness studios. Studio A is often used for students in the Fitness and Health Promotion program.
- Studio B is where our fitness classes are held these classes are free to students and range from spinning, yoga, pilates, core training, kickboxing, etc. The schedule changes every semester.
   When these rooms are empty all students are welcome to use the space for their own fitness routine.
- Students are able to purchase personal training packages at a discounted rate, either with a student personal trainer or with one of Humber's certified personal trainers.
- There is always staff on-hand to answer questions about using the equipment and for assistance when needed and are first aid and CPR certified.

#### **Additional Information**

- For varsity, refer to <a href="www.humberathletics.ca">www.humberathletics.ca</a> and go to "Athlete Information" then click on the "Varsity Tryout Form" to send student's information to Humber Athletics.
- Pool: https://humber.prestosports.com/information/pool\_schedule.
- The North Campus gym's hours of operations are:
  - Mondays Thursdays: 6:30 a.m. to 11 p.m.
  - o Fridays: 6:30 a.m. to 10 p.m. and
  - Weekends: 10 a.m. to 5 p.m.
- Off-Campus events such as mountain biking, horseback riding, indoor beach volleyball, rock climbing, etc. (Small fee – see Athletics for more info).
- Athletics is one of the most active student employers on campus offering many part-time positions for students in customer service, varsity operations and sports information.

This is the end of the campus tour. Ask if your guests have any final questions. Continue the tour with those interested in seeing Residence and direct those that are not to where they are parked.

# **Residence Script**

Cross Parking Lot 1 and enter through the main building. The word 'RESIDENCE' is over the front doors. Tell the front desk staff you are conducting a campus tour and ask for the room key for R138 (or as available).

As you walk toward Residence, mention the Humber Arboretum – established in 1977 between Humber, the City of Toronto and the Toronto and Region Conservation Authority. It features 250 acres of land with walking paths through public gardens, meadows, forests, wildlife corridors and waterways. The Arboretum acts as a horticultural education system for the Toronto area and is maintained by Humber students in the Horticultural program.

If you are asked a question that you are unsure of, tell the group you will stop at the Residence front desk and have a Residence representative answer their question(s).

Using the Talking Points below, show guests the following:

- 1. Single/Dorm room Refer to Dorm Room talking points
- 2. Lounge refer to Floor Features talking points
- 3. Kitchen refer to Building Features talking points
- 4. Small Cardio Room refer to Building Features talking points

#### **NUMBER OF ROOMS:**

- 1020 residents live in three buildings, interlinked on the first floor:
  - 304 suite style rooms which typically are filled with returning residents;
  - o 377 dorm rooms in S Building (furthest building); approximately 70 students per floor; and
  - o 339 dorm rooms in R Building; approximately 40 students per floor.

IMPORTANT: The wait list for Residence starts in April every year, but the wait list does move in the summer. THERE IS NO GUARANTEE for Residence. It is based on a first come, first served basis.

#### **DORM ROOM**

- Single room includes: single bed, desk with chair and wardrobe/closet with small dresser, shelving, air conditioning and heating unit.
- Students moving into Residence should bring: Energy Star rated mini fridge that is no more than 3 cubic feet (or rent one), blankets and linens, pillows, etc.
- Students cannot bring: microwave oven, pets of any kind, candles or incense, cooking appliances (griddles, hot plates), etc.
- Students should plan to pay for Internet separately. Rogers is on-site on move-in day offering student rates. Wifi is available on the main floor in R Building.
- Phones are not included in rooms.

- Centrally located washrooms some floors have single gendered washrooms, some are co-ed style.
- No cooking permitted in the dorms.

#### Additional Information

 Refer <u>www.humber.ca/residence</u> for information on what to bring, how to rent a fridge and the quest policy.

#### FLOOR FEATURES

- Residence Assistant on every floor to act as a mentor and help students with any concerns or issues.
- Lounges are on every floor that contain lounge furniture, cable TV, microwave, kettle, coffee
  maker, toaster and sink.
- Laundry facilities are located in S Building's basement OR R Building students purchase a laundry card and load it at the lobby.
- Garbage rooms on every floor.
- Learning Living Communities floors passionate about Health & Wellness (where students can broaden their views upon healthy living with activities like Lunch & Learn sessions, Zumba classes, climbing the CN Tower and cooking classes) and Leadership (for students looking to develop their skills committees, workshops, events and volunteerism). Students who want to live on these floors have the option to choose them on their residence application.

#### **BUILDING FEATURES**

- Full Residence Cafeteria open daily.
- The Residence Dining Hall has a ping pong table, fire place, piano, microwaves and large screen TV
- Vending machines for snacks and drinks, and an ATM are available by the front desk.
- The Common Kitchen (containing two full kitchens) is available for all students. Just sign out the
  key at the front desk of T building. Two full kitchens to cook in. Some limited pots, pans, etc. are
  available.
- Exercise room first floor, open 24/7 with key.
- Study rooms located on first floor AND in T Building accessible for everyone.
- Events and activities year-round by the Residence Assistants and Residence Council.
- Conference rooms for larger scale events.
- Parents have the option to purchase a chocolate/vanilla cake complete with personalized message that feeds 6-8 people and have it delivered to their student in residence along with forks, a knife and plates. Requires 5 business days' notice.

#### Additional Information

SECURITY:

- R Front Desk is staffed 24/7, all guests must sign in, students are required to show their Residence ID Card.
- CCTV cameras are at all entry points.
- Cameras on all floors.
- Night Operations Co-ordinator is a full-time staff member that works from 9 p.m. to 5 a.m. 5 days a week, the other two days are staffed by security.
- Campus Security is available 24/7.
- Residence Assistants (senior students) are on every floor, at least one per floor to assist in all emergencies.
- Live-in full-time Residence Life Co-ordinators (2).
- On-call managers 7 days a week.
- Limit to number of guests (2 at any time; 1 overnight guest max. 3 consecutive nights and 9 nights per month).

#### COST:

- When it comes to prices, try and refer the students and their parents to http://residence.humber.ca/ or to the front desk at Residence.
- Dining Plans are required and are additional the size of the plan varies: Regular, Medium, and Large. Always recommend purchasing the smallest plan as you can always add on. The Dining Plan card can be used at all outlets on campus (with the exception of the pub).
- There is a \$500 non-refundable deposit for Residence which is due immediately to confirm acceptance for a room. However, if a student wishes to change their mind, they have until the (posted withdrawal date) to cancel and get their deposit back. If a student is on the waitlist, they will not have to give a deposit until there is an available room.
- Students can only apply to Residence if they have accepted their offer to Humber. Once a student confirms a program offer, he/she is advised to apply immediately to Residence.
- The cost of Residence will depend on the size of the mandatory meal plan the student chooses. Meal plans are mandatory due to the fire regulations not allowing students to cook in their rooms. We always recommend that students purchase the smallest meal plan because money can be added as needed. Meal plans are refundable as long as the student has \$25 or more left on card refunds are returned to student by certified cheque.
- SUITE STYLE ROOMS: (mostly reserved for returning residents)
  - The following is a list of things included in the Suite Style Rooms:
    - Double bed, lamp, desk and chair;
    - Kitchenette with fridge, microwave, table and two chairs;
    - Washroom with shower; and
    - A separate lock for each bedroom. The residence key will only open the main door and a student's bedroom door.

#### OPPORTUNITIES FOR INVOLVEMENT/PARTICIPATION:

- Residence Council planning events in the building;
- Committees in Residence;
- Floor representatives:
- o Food Forum and Residence Forum representatives; and
- Movie nights, pub events (if age of majority), peer tutoring, etc.

# **Lakeshore Campus Tour Route**

# **BEGINNING IN THE WELCOME CENTRE**

#### INTRODUCTION

- Introduce yourself with your name and what program you are in.
- Tell your group that you are taking them on a general campus tour that will take approximately 1 ½ hours (Residence will take an additional 20 mins).
- Give a brief introduction about Humber (from above points).

#### **Welcome Centre Overview**

\*NOTE: Humber students can use student services at any campus despite their academic program being housed at a specific location.

- Welcome Centre opened August 2016.
- The Welcome Centre is a central hub for many of the services offered to students.
- The building houses a variety of student services, including Registration, Financial Aid, Peer Tutoring, Student Accessibility, Counselling, the Health Centre, Student Life, the LGBTQ Resource Centre, and the Interpretive Centre (pick 3-4 services)
- The building has a green roof initiative (located on the third floor) that is promoting our commitment to environmental sustainability.
- Humber has been named one of Canada's Greenest Employers since 2016.
- An electric vehicle charging station is located in the parking lot for the Welcome Centre. Humber is planning to add more charging stations in the coming years.

Walk out and stop in front of the office

# STOP 1: ACADEMIC AND CAREER SUCCESS CENTRE

# **CAREER SERVICES**

Career Services provides the following services to Humber students:

- Search for on and off-campus jobs through our online job portal careers.humber.ca
- Full-time students can apply for a Work Study permit online through MyHumber, which allows them
  to work on campus up to 24 hours per week during the school year and 40 hours per week during
  the summer.
- Students can walk-in or make an appointment for staff to help them customize their resumes, cover letters and LinkedIn profiles for free.

- Students can make an appointment with Career Advisors to conduct mock interviews and provide tips on how to be successful in an interview.
- Career Services staff host networking and career events for students to gain industry knowledge and build a list of contacts.

# PEER ASSISTED LEARNING SUPPORT (PALS)

- Provides individual on-campus tutoring for students that are having difficulties with or wanting to improve in a specific course (note: students must be registered in that course to receive tutoring).
- Sessions are facilitated by students who have achieved an 80% average or above in the course;
   each tutor has a "portfolio" outlining all the courses they are able to tutor, so it is possible for a student to be tutored in more than one class by the same tutor, depending on that tutor's portfolio
- Peer tutoring is free; maximum of three (3) hours per week; there is no limit to the number of weeks a student can work with a tutor
- Students can also learn study tips through a variety of events and learning skills workshops that focus on helping students master study skills, time management and presentation skills.

#### Additional Information

• Peer Tutoring: <u>www.humber.ca/learningresources/</u>

Walk to Office of the Registrar.

# STOP 2: THE OFFICE OF THE REGISTRAR

- The Office of the Register is home to Customer Service, Admissions, Records and Financial Aid
- Students can come to the Office of the Registrar for a variety of services including:
  - Application enquiries;
  - Speak to Financial Aid; and
  - Fees and deadline enquiries.
- We encourage students to access these services through MyHumber; using MyHumber students can also:
  - Register for courses;
  - Request an official transcript;
  - Print timetables;
  - Pay tuition (Visa, MasterCard, Debit);
  - Upload picture for student I.D. card;
  - Purchase a parking pass;
  - Print tax forms; and
  - Change mailing address.

- When students visit this office they must get a ticket at the front desk and show student I.D.
- In-person payments are not available payments can be made online via MyHumber or a financial institution.
  - We also have computers on campus that students can use if needed.
  - Students can also call the contact centre to pay over the phone.

Walk up the stairs to the second floor, go through the door to the left and stop on the edge of the student space.

\*NOTE: The Welcome Centre showcases a timeline of the history of Humber Lakeshore in stairwell.

# **STOP 3: STUDENT LIFE**

The Student Life office helps students transition into life at college:

# Orientation and First Year Experience (FYE)

- These programs focus on engagement and involvement in the Humber community.
- Orientation prepares new students for the transition to Humber by giving a comprehensive overview of what to expect from their program and how to get involved on campus. Research has shown that students who attend Orientation are more successful students.
- The First Year Experience (FYE) Program is a peer mentoring program that matches first year students with upper-year students in the same program or from similar programs. This is a great way to make a connection with other students and learn about different events you can participate in around campus.

#### **Leadership Programs**

 Weekly workshops that focus on skill development such as public speaking, networking, communication and co-curricular experiences including volunteering, teambuilding, health and wellness.

#### Office of Student Conduct

Assistance with conflict resolution and the Code of Student Conduct.

#### Co-Curricular Record (CCR)

- A program designed to help students find skill development opportunities at Humber College and the University of Guelph-Humber and have them recognized on an official record.
- Experiences range from:
  - Paid positions;
  - Volunteer opportunities;

- Workshops;
- Conferences;
- Athletics:
- o Etc.
- The CCR will highlight the out-of-classroom skill development that students have engaged in during their academic career such as critical thinking and problem solving, communication, and leadership.

#### Additional Information

- For the various services available to students, please visit <u>www.wegotyou.humber.ca.</u>
- Student Lifeline: www.humberlife.com/lifeline.
- Toll-free hotline for assistance with most issues: 1-877-418-1537.

Walk down the hallway to stand just past Student Wellness and Accessibility Centre doors.

# STOP 4: STUDENT WELLNESS AND ACCESSIBILITY CENTRE

#### **COUNSELLING SERVICES**

- Assists all registered students in working through and resolving personal or academic difficulties at school, home, in their relationships or personal life.
- Counsellors help students work through their problems, reach their goals and assist them in functioning as effective learners.
- Counselling support is free and confidential to all full-time students.
- To book an appointment, students must contact Student Services.
- NOTE: North has 7 full-time counsellors and Lakeshore has 3.

#### **ACCESSIBLE LEARNING SERVICES**

- Facilitates equal access for students with disabilities by coordinating academic accommodations and services.
- Works collaboratively with students and professors to ensure that the academic environment is accessible.
- If a student knows they will need to use this service, they should register with Accessible Learning Services at least 3 weeks before the start of classes (\*\*\*NOTE: They must be confirmed and have paid their fees for the semester).

#### **Additional Information**

 For more information on these services and what documentation is required, visit www.wegotyou.humber.ca.

#### **HEALTH SERVICES**

- Health services are confidential and available to all registered students.
- Students have same-day and walk-in availability for nurse appointments.
- Doctor visits are by appointment only (available every other day at Lakeshore; appointments can be made in person or over the phone, first appointment must be made in person with a valid health card or proof of coverage).
- Students can receive support in a variety of areas ranging from minor illnesses, nutrition education, and sexual health.
- NOTE: Not all vaccinations are covered by OHIP and student insurance.
- Services offered at the Health Centre: (pick three)
  - O By appointment:
    - Male and female physical exams;
    - Sexual health information and prescriptions only;
    - Various vaccines and allergy shots;
    - Blood work:
    - Physiotherapy referrals; and
    - Referrals to a specialist.
  - Walk-in:
    - General health info and counselling;
    - Smoking cessation; and
    - Nutrition.

Stay where you are and direct guests' attention to LGBTQ+ Resource Centre down the hall

#### **LGBTQ+ Resource Centre**

- Drop-in space for LGBTQ+ students and allies at Humber College and a great way to connect with the community
- Offers QTALK, a weekly queer-facilitated discussion group for Humber's LGBTQ+ communities and other events throughout the year

Stay where you are to talk about the 3<sup>rd</sup> floor with Testing Services and Aboriginal Resource Centre.

# **STOP 4A: TESTING SERVICES**

- Students may need to use the Testing Services office for the following:
  - Makeup tests;
  - Students with disabilities testing;
  - Admission testing; and
  - Computerized College Placement Testing (CCPT).

- Admission testing is used in addition to your transcripts to determine your eligibility for a Humber program.
- Computerized College Placement Testing (CCPT) is used to place students in the appropriate
  writing or math courses. These tests <u>do not</u> alter any admissions decisions that have already been
  made. Tests can be booked from:
  - February to end of March for Summer semester;
  - o May to August for Fall semester; and
  - October to November for Winter semester.
- CCPT can be done online; students need to fill out a form and the information on how to access
  the test online will be sent to them.
- NOTE: Check your MyHumber account to see if you are required to complete any of these tests.

#### **Additional Information**

- Refer to <u>www.humber.ca/student-life/testing-services/.</u>
- Degree and postgraduate students are generally <u>not</u> required to write CCPT or admissions tests (always tell them to refer to the admissions requirements at humber.ca or to their MyHumber account).
- Students can book their CCPT when they receive a conditional offer, but it is also possible to wait until receiving their full offer; depends on their personal preference.

# **STOP 4B: ABORIGINAL RESOURCE CENTRE**

- Open to all students at Humber who have questions, are working on projects or would like to get involved through volunteering.
- Humber has approximately 700 Indigenous students, which is the 2<sup>nd</sup> largest population for Ontario Colleges (the largest is Confederation College in Thunder Bay).
- Some of the services provided here are (pick three):
  - Aboriginal Student Circle (ASC);
  - Elder counselling;
  - Peer tutoring access;
  - Quiet computer and study space;
  - Bursary and Funding applications;
  - Academic counselling;
  - Personal Services; and
  - Work-study & Volunteer opportunities (for ALL students).

#### Additional Information

- Tuition is not impacted for Aboriginal students, there is no tax exemption.
- Visit http://www.humber.ca/aboriginal/ for more information.

Walk downstairs and stop in front of the main door, off to the side

# STOP 4C: LAKESHORE GROUNDS INTERPRETIVE CENTRE

- Showcases the history and stories connected to the natural and built heritage of the Lakeshore Grounds
- Have displays throughout the Welcome Centre and host a rotating art show on the third floor
- Generally focus on four main themes: Indigenous culture, mental health history, educational history, and local ecology
- Host historic exhibits, art shows, storytelling events, hands-on workshops (bee hotel construction, indigenous beading etc.), and tunnel tours
- All events are free and open to both students and the public
- Offer both short and long-term volunteer positions throughout the year

Exit the Welcome Centre, continuing down the path and turn right, cross at the crosswalk and continue towards 'C' building.

#### TALKING POINTS WHILE WALKING

# Commuting Options

- Students can take either the TTC or GO Transit
- MiWay (Mississauga Transit) and TTC (Toronto Transit Commission) are available at Long Branch Loop.
- GO Transit is located down Lake Shore Blvd., across from Long Branch Station.
  - GO Train is the only option at the Long Branch station.

TTC to Humber Lakeshore	Connecting to Subway Line or Station
188 Kipling South Rocket	From Kipling Station Bloor-Danforth
44 Kipling South	From Kipling Station Bloor-Danforth
501 Queen	Osgoode Station, Queen Station, Long Branch Loop

#### Campus History

- Before Humber was established, the campus grounds were owned by the Lakeshore Psychiatric Institute. The institute closed in 1979.
- The Lakeshore campus is an active part of the community and is proud of its heritage, participating in Culture Days and Doors Open Toronto. Each of the cottages are preserved as heritage sites.
- There are plaques with information about the campus' history on each of the cottages.

# STOP 5: C BUILDING - SCHOOL OF SOCIAL AND COMMUNITY SERVICES

The C Building has classes and office space. It is home to programs such as Child and Youth Worker, Social Service Worker and Police Foundations. The Driving and Conflict Resolution Simulation Labs can be found here as well.

### The Driving and Conflict Resolution Simulation Lab

- Simulation Labs create life-like scenarios to train students in driving skills, conflict resolution and the
  use of force.
- Driving simulator challenges students in police pursuit driving, city, highway, snow and rain in a controlled environment.
- Conflict resolution simulator helps students build skills to deal professionally with people in crisis such as people who are uncooperative, have behavioural issues or mental health challenges.
- Students also learn to handle potentially violent reactions from a person in crisis as the scenarios change based on their approach providing instant feedback.

#### Additional Information

- It is the first full 180-degree interfacing simulator in Canada.
- Labs will be used for all programs in the School of Social and Community Services.

Exit the 'C' building and start walking toward the 'F' building.

#### TALKING POINTS WHILE WALKING

#### D Building: School of Creative and Performing Arts

- Classroom and work space for music, theatre, comedy writing and creative writing students.
- Make reference to the Birmingham Art and Media Studio where most performing students are located.

#### **E** Building

Consists of classrooms and office space.

Stop on the path in between the 'E' building and the 'F' building

# STOP 6: ANNEX – HUMBER CENTRE FOR JUSTICE LEADERSHIP

Point over to the grey building.

• Students from the School of Social and Community Services will study in this space.

- Features the latest technology-based learning crime scene and criminal investigation along with justice leadership and conflict resolution learning opportunities.
  - Includes: a crime scene simulation studio, forensic studio, interview rooms, and mock court rooms.

# STOP 7: F BUILDING - SCHOOL OF MEDIA STUDIES AND INFORMATION TECHNOLOGY

- Faculty offices and classrooms for the media students.
- Five computer labs including three Mac labs, two PC labs and one open access lab.
- Downstairs there is a computer lab, couches and a fire place. There is also a multi-purpose chair that reclines with three computer monitors that students can use.
- Math and Writing Centre located on the second floor.

# STOP 7A: MATH CENTRE

- Appointment is not required; walk-in availability
- Free math help to Humber students in the following areas:
  - Basic math;
  - Remedial math;
  - Statistics;
  - Finance;
  - Calculus; and
  - Computer applications Excel, MATLAB, etc.

# **STOP 7B: WRITING CENTRE**

Students can drop in, make an appointment or submit their documents online to receive help in the following areas:

- Thesis development;
- Essay structure;
- Research skills:
- Analytical reading; and
- Grammar

# STOP 7C: BUILDINGF

Brings marketers and agencies together with students from virtually any program to produce strategic creative content.

- Students work with real clients on real accounts
- Opportunities for all programs but especially for students interested in the following areas:
  - Advertising

- Public Relations
- o Interactive media programs
- Media communications
- Graphic design

#### **Additional Information**

- For the math centre, students can refer to <a href="http://www.humber.ca/liberalarts/math-centre">http://www.humber.ca/liberalarts/math-centre</a> for more of the services available in the centre.
- The writing centre services can be found at <a href="http://www.humber.ca/liberalarts/writing-centre">http://www.humber.ca/liberalarts/writing-centre</a>.
- BuildingF services can be found at https://mediastudies.humber.ca/buildingf/about.html

Exit the 'F' building and walk to the 'G' building

# Stop 8: G Building – The Centre for Entrepreneurship

- The Centre for Entrepreneurship (CfE) was conceived by The Business School.
- The CfE works to improve entrepreneurship training, facilitate entrepreneurship opportunities for its students and graduates, and encourage research and innovation. As such, the G Building will be used for:
  - Formal and informal group meetings;
  - Private meetings with clients and mentors;
  - Hosting events to further develop business relationships; and
  - Consultation with faculty and staff.
- The main focus of the CfE will be to help students inexperienced in entrepreneurship with recognizing opportunities; developing, analyzing and refining ideas; creating plans; forming teams; and pitching their ideas. This will give students the skills to start their own business should they choose to do so.
- The newly-renovated space features:
  - Multi-purpose event space;
  - A state-of-the-art focus group room;
  - A large boardroom with video conferencing facilities;
  - A small production lab and media lab with green screens and recording hardware and software;
  - Several flexible meeting rooms; and
  - Various offices and a kitchen
- Venture Seed Fund
  - Students can pitch a product/idea/service to a panel of judges
  - If the students' business plan is chosen, they could win up to \$8,000 in prizes and mentoring from business professions to kick-start their new venture journey.

#### **Additional Information**

• For further details, students are encouraged to contact <a href="mailto:cheryl.mitchell@humber.ca">cheryl.mitchell@humber.ca</a>.

# Stop 9: H Building – The Business School

The Business School is located within H Building where many students taking business programs will be studying.

After entering the front doors, stop to talk about the International Centre, Accounting Centre and Print Centre.

#### STOP 9A: THE INTERNATIONAL CENTRE

- We have a large number of international students and we have an office dedicated to helping them with the transition to living in Canada.
- The International Centre assists international students with admissions and immigration and hosts events such as sporting events, CN Tower, trips to Montreal, etc.
- Most students at Humber have the opportunity to study/work abroad possibly
- Summer Abroad Programs:
  - Translate to GNED credits for diploma/advanced diploma students, and lower level degree breadth elective credits for degree students.
- Semester Abroad Programs:
  - For degree students, these translate into a combination of core credits and degree breadth elective credits.
- Students can also complete their <u>mandatory internship/work</u> placement abroad, with approval from their Program/Placement Coordinator.
- Eligible students can receive up to \$2,500 in bursary assistance to support their travel.
- If there are no study abroad options available, there is the opportunity to use the experience towards enrollment in Humber's free <u>Global Citizenship Certificate</u> program.
- If interested, students should connect with their academic school

#### **Extra Information**

Some highly specialized programs like Police Foundations do not have GNED or breadth elective
credits, and therefore the student would not apply transfer credits towards their program. However,
they could use the experience towards enrollment in Humber's free Global Citizenship Certificate
program.

#### **STOP 9B: THE ACCOUNTING CENTRE**

- Accounting Centre is available to all students enrolled in accounting and finance courses.
- Provides assistance with:

- Textbook concepts;
- Homework questions;
- And an overall understanding of course material.
- Tax Clinic FREE workshops beginning in March on how to file taxes. There is also the
  opportunity to book individual appointments with trained student volunteers who will file taxes for
  students.

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#### **STOP 9C: XEROX PRINT CENTRE**

- Knowledgeable and experienced staff will help students with a range of printing solutions including:
  - Walk-in self-service printing;
  - Digital black-and-white or colour printing;
  - Laminating, transparencies or finishing;
  - Specialty stock, posters and banners;
  - Multimedia and graphics;
  - Online electronic submissions of any document; and
- All services offered costs extra but at a discounted student rate

Leave the 'H' building and start walking toward the 'K' building

#### TALKING POINTS WHILE WALKING

#### **I Building**

Includes classrooms, tiered lecture rooms and faculty offices.

#### J Building

- Consists of classrooms, tiered lecture rooms and faculty offices.
- Acts as another home of Liberal Arts and Sciences (see School of Liberal Arts and Science).
- Classes taught within this building include social sciences, humanities, English, and math courses.
   Taking classes outside of professionally-related courses helps create well rounded Humber students and graduates.

Stop in front of the 'K' building to talk about Security

#### **STOP 10: PUBLIC SAFETY**

- Public Safety is on campus 24 hours a day, seven days a week.
  - Campus Emergency Phones:

- Emergency phones are located in the parking lots as well as the interior of the campus. These phones connect directly to front desk security and they will stay on the line with the student until someone is dispatched to his/her location.
- Students can contact Public Safety from these phones if they feel uncomfortable or need assistance.

#### Campus Walk Program:

 Campus Walk provides a walking partner to students, faculty, or visitors who wish to be accompanied to their car, residence, the bus stop or to the perimeter of the Humber property.

#### ○ H.E.A.R.T. Program:

- The Humber Emergency Auto Response Team is designed to help anyone experiencing vehicle problems while on college property. This service is available 24/7. Public Safety can help you by:
  - 1. Lending a gas can;
  - 2. Re-inflating a flat tire; and
  - 3. Providing phone numbers to arrange emergency assistance if the Humber security team cannot assist further.
- Download Public Safety's free "Guardian" app for quick access to resources and to stay informed.
- Hosts free self-defense training workshops.

#### **Additional Information**

- Call 416.675.8500 or use the emergency phones to contact security.
- Refer to www.humber.ca/publicsafety for more information.

Enter the 'K' building, walk down the corridor and stop in opening of the student's free space

# STOP 11: K BUILDING – IGNITE

IGNITE is the official government for all full-time students at Humber.

#### Services

- Health and Dental Insurance Pan students are automatically enrolled in a Balanced Plan.
   Students can enhance their plan (Enhanced Drug/Enhanced Dental) depending on their needs.
   Other fun facts:
  - o IGNITE is the first Canadian college student government to bring students a flexible health insurance plan:
  - Students can only switch your plan at the start of your academic year and may only switch plans one time. Refer to the website under "Services" and "Health and Wellness" to see deadlines for when students can switch their plans;

- All full-time students are covered under the plan;
- o Three plans available: balanced plan, enhanced dental plan, and enhanced drug plan;
- Part-time, continuing education and academic upgrading students must contact IGNITE to opt in and pay an additional fee; and
- Alumni do not have access to this insurance.

#### Student LifeLine

- The Student Lifeline is a free 24/7 support service. All consultations are confidential.
- Student Life offers the following services:
- Financial Issues
- Personal and Relationship Counselling (face-to-face, by telephone or video conference);
  - Note: Student LifeLine's counselling is more short-term for crisis counselling, whereas Counselling Services is for ongoing, continued support.
- Other resources:
  - Online Depression Centre;
  - Understanding Stress tutorials;
  - Eating Well program;
  - Self-assessment tools;
  - Quit Smoking tools;
  - Childcare search services; and
  - Career and job search advice.
- Bursaries available for students with proven financial need.
- Financial Relief Program (FRP) provides full-time students with short-term assistance who are in emergency situations (homeless, physical/health issues, child care issues, abuse) with financial aid.
- Volunteer opportunities campus clean-up days, green initiatives and other events on campus.
- Sleep Lounge students can book a 60-minute nap in one of IGNITE's lounge chairs.
  - Note: No appointments needed just bring your student ID.

#### **Social Opportunities**

- IGNITE is always hosting on and off-campus events:
  - Poster sales;
  - Comic-Con;
  - Exotic petting zoos;
  - o Frosh Week:
  - Concerts; and
  - Guest speakers.
- IGNITE offers more than 49 clubs and associations like the Anime Club, eSports Club, the People's Ping Pong Party Club, etc. Students can also start their own clubs and apply for funding!

#### **Get Involved**

- Run in the elections to become the next student government.
- Apply for jobs in customer service, events and communications.

#### Additional Information

- IGNITE's website is <u>www.ignitestudentlife.com</u> and contains all information regarding these services.
- Also, there is a campus dental office located at North Campus, so if any tour guests are interested, the
  website is <a href="www.loveyourteeth.ca">www.loveyourteeth.ca</a>. IGNITE Dental Insurance can be used directly through this office
  (students pay any difference that is not covered by their insurance), but students can also go to
  their own dentist (pay upfront and be reimbursed in a couple of business days).

Exit the 'K' building, turn right and go up the stairs to enter the 'L' building on the second floor and stop in front of the Cafeteria

# **STOP 12: LAKESHORE COMMONS**

 Acts as a learning hub for students and includes classrooms, labs, student project space, student gallery and the Centre for Digital & Media Communications.

#### The Cafeteria

- This is the main cafeteria on the east side of campus. Options include:
  - BRB burgers and fries;
  - Booster Juice smoothie based drinks;
  - Pizza Pizza different kinds of Pizza;
  - Extreme Pita wraps;
  - Pasta Pit pasta made fresh;
  - Sushi bar; and
  - o 'Grab-and-go' options like sandwiches, coffee, pop, vegetarian food, etc.
- Open until 4:30 p.m.
- Payment options include cash, debit or meal plan card.
- As part of the Humber Sustainability Plan a priority for Humber is "purchasing and ethical sourcing". Humber currently has one Fairtrade coffee option at all non-branded coffee retail locations across North and Lakeshore campuses
- Humber College (Lakeshore Campus only) earned the designation of Fair Trade Campus in summer 2017. This is an integral step in educating the Humber community about the important of conscious consumption.
- Food allergy/accommodations can be made on an individual basis by speaking to the chefs

Take main stairs to the Learning Commons.

#### Main Level

- The Learning Commons is open 24/7 and is a space dedicated to individual and collaborative learning.
- This is a popular study space for students with:
  - One guiet room for individual study;
  - 5 fully-equipped group study rooms where students have access to whiteboards and monitors to prepare for presentations;
  - Computers that connect to printers so students can print notes/assignments; and
  - One small Humber food-stop that serves bagels, coffee, muffins, etc.
- Students receive \$25 worth of printing credit per semester, which is the equivalent of 500 black and white pages (5 cents/page). Unused print credits are not carried over to the next semester, but students do get print credits every semester.
- Library staff will be at the Help Desk to assist with IT, research questions, and reference assistance

Go downstairs to first floor to show a classroom. Have guests sit down at a desk while you go over the following points.

# STOP 13: CLASSROOM (FIRST FLOOR)

- Humber has small classroom sizes to ensure students have the opportunity to work one-on-one
  with their professors and classmates this is ideal for a hands-on learning environment.
- Students will have lectures to aid learning. At Humber we use a system called BlackBoard; if students miss a lecture or want to access notes they can log on to their BlackBoard account retrieve their teacher's lecture slides and hand in assignments.
- 83% of Humber graduates are employed six months after graduation that is across 180 programs.
- Many of Humber's professors are currently working in their field while teaching part-time, which
  means they're always connected to industry.
- **90%** of Humber's programs offer a work placement, clinical practice, internship or co-op, so our students gain practical industry experience before they leave Humber!
- <u>Degree students:</u> Humber's degrees will equip you with both theoretical and practical skills, which will help set Humber graduates apart from other graduates in their field.
- Talk about your experience if something exciting is coming up for you like your internship, an event, etc. tell them about it!
- Direct your guests to open their tour package and quickly outline what information we have provided them with – always highlight why this information is helpful!

Exit the classroom and head out of the 'L' building from the main doors, turn right and head towards the pathway connecting the east and west sides of campus – cross over Colonel Samuel Smith Park Drive at the crosswalk

# TALKING POINTS WHILE WALKING

#### The Humber Fashion Institute

Point out the Fashion Institute at the corner of Lakeshore and Kipling as you walk along the path

- The Bachelor of Commerce Fashion Management students have a specialized learning space with a studio and classrooms to prepare them for their future in the fashion industry
- The Fashion Arts students from North campus create the front window displays

Enter the A/B Building and stop in front of the cafeteria, off to the side.

#### STOP 14: A/B BUILDING CAFETERIA

#### The Lake Café

- Main cafeteria for the west side of campus.
- Has extended hours for students living in Residence as it is located in the same building.
- This cafeteria has many different eating options to accommodate all students including:
  - Pizza Pizza:
  - Mr. Sub assorted subs and sandwiches;
  - Culinary table offers different dishes on a daily basis;
  - Austin Grill breakfast, burgers, fries, burritos;
  - Soup and salad bar; and
  - Many grab and go options like sandwiches, coffee, pop, vegetarian food, etc.

Point towards the Library and talk about it from the current location

#### **HUMBER LIBRARY**

- Humber's Library is open daily and stays open until 3 a.m. during exam time.
- The Library has two levels and offers many materials to support student research including books, eBooks, journals and videos available in print and online.
- Your student I.D. card is required to borrow books and reserve study rooms.
- The Library has wireless Internet access and contains computers, printers and a photocopier.
- There are five group study rooms in the Library that can be booked online.
- Music Room with six listening stations where students can listen to the Library's music collection.

#### **Additional Information**

- library.humber.ca for hours, contact information, to reserve study rooms and to search titles.
- Hours for the Library are different during the summer semester so make sure to acknowledge the difference in times of operation on your tour if applicable.
- Adaptive Technology Room to assist students with disabilities.

# TALKING POINTS WHILE WALKING

#### SCHOOL OF LIBERAL ARTS AND SCIENCES

- All diploma and certificate students are required to take English communications courses (WRIT)
  because we have found that the ability to communicate tops the list of essential employability skills
  that employers require (source Conference Board of Canada).
- Humber students are also required to take subjects outside of their scope of practice called "electives" or General Education courses – GNEDs for short for diploma students and breadth electives for degree students.
- Areas of study include social sciences, humanities, environmental studies, mathematics and other disciplines.
- Professors for GNED/Breadth Electives can be found here.

#### Additional Information

Programs included within this office are:

- General Arts and Science College Transfer
- General Arts and Science University Transfer
- General Arts and Science Science and Technology Transfer
- Teaching English as a Second Language (TESL)
- English for Academic Purposes (EAP)

#### OTHER TALKING POINTS

- A Building is mainly used for the Music students and Humber has a Recording Studio with state-ofthe-art music equipment and studios.
- There is also an Information Technology Centre (IT) for any technical problems a student may encounter with their Humber account or can sign out A/V equipment for classroom projects.
- Make a guick note to the second Public Safety Office and the Auditorium.

# **STOP 15: THE BOOKSTORE**

- Students can purchase the following:
  - Textbooks;
  - TTC tokens and monthly passes (does <u>not</u> sell for Brampton, York, Mississauga or GO Transit);
  - Humber clothing;
  - Stationary;
  - Books and magazines; and
  - Computer hardware and software.

- Textbooks can be purchased:
  - Brand new;
  - Used at a 25% reduced cost; or
  - Rented for up to 80% off the cost (students need a credit card as collateral to rent textbooks).
- Students can sell textbooks back to the Bookstore and receive up to half of the original price depending on the demand for that particular text.

#### **Additional Information**

Store Hours:

Monday - Thursday 8:30 a.m. to 8:30 p.m.

Friday 8:30 a.m. to 4 p.m.

Saturday 8:30 a.m. to 2 p.m.

Sunday Closed

Rent-A-Text: http://content.efollett.com/rent\_a\_text\_canada/index.html

Exit onto Lakeshore Blvd. and cross at the lights on Twenty Second St. and Lake Shore Blvd. W. Pay attention to crossing signals and only cross when the walking signal is on.

### STOP 16: FITNESS CENTRE

Walk up to front desk and tell Athletics staff that you are from Student Recruitment giving a campus tour. Enter main foyer and stand outside of glass enclosed weight room.

- Students have access to all of the Humber Athletics programs and services, and their gym membership is included in their tuition.
- There is always staff on-hand to answer questions about using the equipment and for assistance when needed and are first aid and CPR certified.

#### 1<sup>ST</sup> FLOOR – Weight Room

- Free weights:
- Strength equipment;
- Functional training location;
- Squat racks;
- Cardio warmup options;
- Change rooms/showers.

Point out change rooms on first floor. Note: change rooms and bathrooms are located on each floor.

• Change rooms include lockers, washrooms, and showers (only on first floor). It is day use lockers only so bring your own lock and take your belongings with you when you leave.

Take stairs to second floor of the Fitness Centre and stand by tall seating stools and speak about 2<sup>nd</sup> and 3<sup>rd</sup> floor.

#### 2<sup>nd</sup> FLOOR – Fitness Studios

- Two fitness studios that host free fitness classes;
  - Classes range from spinning, yoga, Pilates, core training, kickboxing, etc. The schedule changes every semester. When not in use, students can use this room for their own fitness routine.
- Multi-functional meeting space;
- Administrative offices.

#### 3rd FLOOR – Cardio Room

- Cardio equipment;
- Strength equipment;
- Multi-purpose strength unit;
- Open functional space.

### **Programming**

- Personal training is offered for students. More info can be found on www.humberathletics.ca
- Humber offers Intramural, Extramural and Varsity sports:
   <u>Intramural</u>: Full-time students can join an intramural team regardless of skill level or playing experience. These programs are designed to give participants an opportunity to learn and play various sports, earn campus recreation rewards and network with other participants.
- Extramural: These programs are designed to give full-time students the opportunity to participate in healthy competition in various sports, against students from other schools, usually outside the bounds of the campus. These activities are moderately competitive, and team representatives are selected from open tryouts. There is a minimal registration fee for participation.
- <u>Varsity</u>: Teams compete against other schools and represent the Humber Hawks. These teams are very competitive. These teams are only up at the North campus, but Lakeshore students are able to try out for them.
  - Women's Teams: Indoor & outdoor soccer, volleyball, rugby 7's, basketball, softball, golf, cross country, badminton, and curling.
  - Men's Teams: Indoor & outdoor soccer, volleyball, basketball, baseball, golf, cross country, badminton, and curling.
  - Open tryouts for Varsity occur at the beginning of the fall semester (sometimes as early as August). Open tryouts commonly act as the last round of tryouts so if you're interested in playing on a Varsity team contact the coach early!
- Lakeshore students are always welcome to use the facilities at the North Campus as well.

Note: Gymnasium is still available in A/B building.

Mention that this is the end of the tour and ask if anyone has any questions. Take those that are interested in Residence on a Residence tour and direct those that are not to where they are parked.

Walk back towards A/B building and cross at the lights on Twenty Second St. and Lake Shore Blvd. W. Again, be aware of crossing signals and follow them appropriately. Take tour guests to Residence front desk and mention you are from Student Recruitment and conducting a campus tour. Grab the access cards from Residence staff and enter residence.

See Residence Script on following page.

# **Residence Script**

If you are asked a question that you are unsure of, tell the group you will stop at the Residence front desk and have a Residence representative answer their question(s).

Using the Talking Points below, show guests the following:

- 1. Suite Room Refer to Suite Room talking points
- 2. Lounge refer to Common Areas talking points
- 3. Kitchen refer to Common Areas talking points

#### **SUITE ROOMS**

- Suite room includes two private bedrooms, a kitchenette and a washroom.
- Rooms include: double bed, closet with shelves, and desk with chair.
- Kitchenette includes: full size fridge with freezer, microwave, single sink, cupboards and a kitchen table with two chairs.
- Washroom has a toilet, sink, shower, shelving and a mirror.
- There is in-room heating and air conditioning.
- Students should plan to pay for Internet separately. Rogers is on-site on move-in day offering student rates.
- Phones are not included in rooms
- If a student wishes to install cable in their room there is a cable TV connection but the student can set this up themselves with Rogers Cable during move-in day.
- In order to abide by fire regulations, only items with an automatic shut-off are allowed in each suite.
   A stove and cooking spaces are available in the kitchen on the first floor.

#### **Additional Information**

- 221 suites with 427 residents; each suite has its own mailbox.
- Go to residence.humber.ca click 'Residents' → 'Moving In What to Bring' for detailed list

• Refer to residence.humber.ca for Guest Policy

#### **COMMON AREAS**

- There is a community kitchen located on the first floor for students to prepare meals. They include an oven, stove, microwave, and fridge. Pots, pans and utensils can be acquired through the front desk.
- Lounge on every floor (contains flat screen TVs with cable and furniture) only accessible to residents living on that floor.
- Laundry facilities are located on the second floor and students can use them with a prepaid card.
- Study rooms on Floors 2, 3 and 4. Open access (all residents can use the study rooms).
- There is a 24-hour monitored entrance at Residence. All guests must sign in at the front desk.
- There are also Residence Life Coordinators that live in Residence, staff and campus security for any emergencies that may occur.

#### Additional Information

- \$500 deposit for Residence which is due immediately to confirm acceptance for a room.
- NOTE: If the \$500 deposit is paid and a student decides they do not want to live in residence (before moving in, before the refund deadline) \$500 is refunded.
- The application process has changed students can only apply to Residence if they have accepted their offer to Humber. Once a student confirms a program offer, he/she is advised to apply immediately to Residence.
- The cost of Residence will depend on the size of the mandatory meal plan the student chooses.
   Meal plans are mandatory due to the fire regulations not allowing students to cook in their rooms.
   We always recommend that students purchase the smallest meal plan because money can be added as needed. Meal plans are refundable as long as the student has \$25 or more left on card refunds are returned to student by certified cheque.
- For all enquiries about Residence, students can contact the Residence front desk or call 416-675-6622 ext. 73001.