



**NORTH WEST
COLLEGE**

International Student Handbook

2026-2027

***Your future
starts at*** **NWC**

President's Message



Welcome to North West College!

I am delighted to welcome you to our diverse and growing college community. Your decision to join us from across the globe brings a wealth of perspectives and enriches our campus culture and the larger communities that we are a part of. We are excited that you have chosen to advance your career with our college, and hope to make your learning experience enjoyable and rewarding.

At North West College, we are committed to providing an exceptional educational experience that nurtures your skills and enhances your knowledge. Our programs are designed to empower you to thrive academically and personally, building confidence in your abilities as you pursue your goals.

We understand that studying in a new country is both exciting and challenging. Rest assured, our dedicated faculty and staff are here to support you every step of the way. I hope that you are able to engage with our community, embrace new experiences, explore the natural surroundings that make Saskatchewan great, and make the most of your time here.

Welcome once again. We look forward to seeing the incredible contributions you will make, and cheer on your successes.

Warm regards,

Dr. Eli Ahlquist
President & CEO
North West College

TABLE OF CONTENTS

1. Welcome	
2. Mission, Vision and Values	
3. What to Expect	
4. Contact Information	
5. Student Community Culture & Conduct	
6. Attendance, Withdrawal/ Refund	
Attendance	
Changing Institutions	
Refunds	
Students in Default	
Student Records/Transcripts/Certificates/Diplomas	
7. General information/ Policy and Procedure Items	
Scent free	
Smoking	
Drugs and alcohol	
Social media guidelines	
Computer use policy and procedural guidelines	
8. Scholarships	
9. Classroom Environment	
10. Freedom of Information and Protection of Privacy	
11. Students Rights and Responsibilities	
Students Rights	
Students Responsibilities	
12. Academic Misconduct	
Cheating	
Fabrication	
Plagiarism	
Facilitating Academic Misconduct	
Denying Access to Information or Materials	
Copyright Violation	
13. Non-Academic Misconduct	

14. Harassment Prevention	
REES Reporting Platform	
15. Student, Evaluation and Appeal Process.....	
16. Academic Records	
17. Student Services	
Academic Planning Services	
Academic Support Services	
Career Planning Services	
Labour Market Services	
Learning and Wellness Services	
18. Immigration Documents	
Visas	
Work Permits to Work Off campus.....	
Post-Graduate Work Permits.....	
19. Health Care Services	
Saskatchewan Health Card.....	
Student VIP/Cowan.....	
Student VIP-QR Code Student.....	
Mental Health and Addiction Services.....	
Saskatchewan Health Authority services	
20. Other Items	
Graduation	
Banking information	
Income tax	
Driver's license	
Housing and accommodations	
Childcare	
Transportation	
Churches and other places of Worship	
Digital ID	
Important numbers	

1. WELCOME

We are excited that you have made the decision to join our communities through North West College, and can't wait to welcome you to Northwest Saskatchewan. Our two main college campuses are located in North Battleford and Meadow Lake; both are small cities with populations of approximately 20,000 and 5,000 respectively. We hope that you enjoy the natural landscape and community activities during your time at the college and consider making your home here in the Northwest after completing your program!

2. MISSION, VISION AND VALUES

2.1 Mission

To provide lifelong learning opportunities as a means of enhancing the economic, cultural, and social wellbeing of the individuals and communities we serve.

2.2 Vision

To inspire individuals and communities to achieve brighter futures.

2.3 Values

Excellence – we are outstanding and go above and beyond what is expected.

Integrity – we are accountable for our actions and we do what we say.

Responsive – we are invested in our students and their success, and build trust by addressing needs as they arise.

Innovation – we are flexible, responsive, proactive and forward thinking.

North West College is an inclusive learning environment that is committed to supporting cultural diversity, including holidays, food, and cultural observances.

3. WHAT TO EXPECT

The learning experience at North West College (NWC) is centered on you, as a student. Our goal is your success through academic achievement. Our academic policies are focused on individual accountability that maintains quality standards, and the integrity of course content. Student success at NWC is informed and guided by policies that enable a smooth path along your academic journey and support to navigate complex learning situations.

In addition to NWC policies, students are subject to both criminal and civil law, as enacted by local, provincial and federal governments. The college co-operates fully in situations that fall under these jurisdictions, but also reserves the right to apply its own policies and procedures independent of processes or outcome of processes required by these jurisdictions.

Climate

Saskatchewan has a very diverse climate. We experience all four seasons to the fullest. Spring is from late March to late June. During this season we see the rebirth of our communities. The temperature ranges from about 0°C at night to about 15°C during the day.

Summer is our warmest season from late June to late September. We generally experience temperatures from 19°C at night to 25°C during the day.



However, it also happens that we have extreme highs of up to 30° or even 40°C . There are many beautiful campgrounds to choose from and many beaches to visit when you want to swim or participate in water sports such as swimming, water skiing, and fishing.

Fall is a beautiful season from late September to late December. There is a wide range of temperatures during that period. In September and October, the weather is usually about 10°C at night and can range up to about 15°C during the day.

November and December can get quite a lot colder and we almost always see snow come during that season. At night the temperatures range as low as -20°C up to about -10°C .

Winter months are from late December to late March. This is when the temperatures are hard to predict. Daytime temperatures range from -5°C to -20°C . Night time temperatures range from -15°C to -26°C . We occasionally have what is called a "cold snap" where the temperatures are between -30°C to -40° .

Snowfall is generally welcomed in Saskatchewan for two reasons. First of all, the amount of snowfall will determine how wet the ground will be for the farmers crops to grow in the spring. Secondly, snow provides the opportunity for many outdoor activities. These include skiing, tobogganing, sledding, skating, hockey etc.

The most important thing about winter is you need to learn to dress in layers so that you can accommodate whatever weather comes. In the fall and winter, you will need a warm jacket, scarf, mitts and warm boots. If you dress properly for the weather every season is fun and enjoyable.



4. CONTACT INFORMATION

During the academic year it is important that we are able to contact you. Please inform us of any changes in your current mailing address, telephone number, or email address. You **MUST** ensure that your address is current and correct.

Please contact the **main office** to make changes to your contact information at:

- **306-937-5100 in North Battleford or**
- **306-234-5100 in Meadow Lake**

A great resource for international students is the staff at the **Battlefords Immigration Resource Centre (BIRC)**. BIRC

provides a wide range of services to assist newcomers and immigrants settle into their new life in Canada. They can be contacted through Facebook at Battleford's Immigration Resource Centre.

The staff at BIRC can be reached:

- a) via email at immigration2@accesscomm.ca
- b) through their website at www.battlefordsimmigration.ca
- c) or by phone at 306-446-0622

5. STUDENT COMMUNITY CULTURE & CONDUCT

We believe that people thrive when they feel safe and valued and we all have a part in creating a respectful community.

You can:

- help one another to be respectful and supportive of each other;
- work with staff to help you deal with social, personal or health issues that may affect your academic performance or on-campus behavior;
- know that there is zero tolerance on campus for alcohol, drug and tobacco use as well as inappropriate comments, actions, or behaviors;
- understand that respectful adult behavior includes not subjecting any student or staff member to physical or mental harassment, indignity, injury or violence on or off campus.



6. ATTENDANCE/ WITHDRAWAL/ REFUND

Attendance

North West College programs involve education and training to prepare students for employment or further study, and there are expectations of attendance and punctuality for all students.

Attendance requirements are set by the accrediting institution for each program. Students must keep in contact with instructors and/or call the front desk to report in when they are absent.

Being on time for your class is very important. Being late for class also factors into your attendance.

Absenteeism concerns such as no contact or frequent absences may result in discontinuation from the program. It is important to remember there is a direct correlation between attendance and the level of success in academic programs.

Changing Intentions

This is the student's responsibility. The student must notify Immigration, Refugees and Citizenship Canada. Students who wish to withdraw from a program should discuss their decision and possible options with the International Education program coordinator.

International students who voluntarily withdraw from their program prior to the course start date **will not** receive a tuition deposit refund. However, they will be entitled to a refund of 50% of the total program fees if the student has been denied a visa, and provides the copy of the denial letter to North West

College. A \$500.00 administration fee will be charged in this case.

Refunds

The refund policy for international students is stated on the Letter of Acceptance. It is the student's responsibility to immediately inform Immigration, Refugees and Citizenship Canada of their decision to withdraw. There are some non-refundable fees which include application fees, student fees, and books. There may also be additional fees depending on the date of withdrawal.

Students in Default

North West College does not offer a payment plan for tuition fees and any remaining tuition for classes should be paid on the first day of class as indicated in your LOA. Students who have outstanding fees or payment will be charged with an additional \$500 late fee, may be asked to discontinue the program, and transcripts will be withheld. Students that have fines or who have failed to return books or equipment owned by NWC will be sent a letter requesting payment within 7 calendar days and may also have marks withheld and/or be discontinued from their program.

Student Records/Transcripts/Certificates/Diplomas

International student records normally held by NWC will be retained for one year. Accrediting Institutions which broker programming to NWC will retain academic records for NWC's International students per their current document retention guidelines. NWC's staff will work with the enrolled international students to assist them to have as smooth a transition out of NWC

as reasonably possible. International Students will receive their Letter of Completion, transcripts and certificates or diplomas **from the accrediting institutions upon completion of their program.**

7. GENERAL INFORMATION

Scent free

The College strives to ensure all staff and students are in an atmosphere that promotes wellness and health. Given the number of people with allergies to scented products, the College promotes a scent free environment.

Smoking

The College strives to provide a healthy working and learning environment. This policy is to reduce the harm from second hand smoke, provide an environment that encourages people to be tobacco and marijuana/cannabis free, establish a campus culture of wellness, reduce health costs, and promote a tobacco and marijuana/cannabis free future. The use of tobacco and marijuana/cannabis is prohibited within college buildings, parking areas, walkway and entry ways, in college fleet vehicles and on college owned or leased property. This policy applies to all faculty, board, staff, students, contractors, vendors and other visitors to all College campuses. Tobacco use includes tobacco products, oral tobacco product, or electronic smoking device. There are designed smoking areas for tobacco, 30 feet from the college entrance.

Drugs and alcohol

NWC strives to provide a work and study atmosphere free of substance abuse and of people who are free from the effects of drugs and alcohol. Members of the College community are prohibited from possessing, selling and being under the influence of any controlled substance while on college property, in college vehicles and while on college business.

Social Media Guidelines

Social media has become a mainstream form of online communication and College employees



and students will use these online tools for personal and professional communications. Social Media guidelines help set employer and instructor expectations, educate staff and students, and empower employees to tweet, post or blog. Employees and students must be aware that when representing the College online, there are guidelines that must be followed. Please refer to your program for specific information concerning posting and the use of social media as it relates to your studies.

Computer use policy and procedures guidelines

Using the College's computer and network services is a privilege. As such, everyone who is permitted to use the College's networks and computer resources has a responsibility for the proper use and protection of those resources.

Criminal Record Check

All students must submit a Criminal Record Check, including a Vulnerable Sector Screening, to the College as a program requirement.

8. SCHOLARSHIPS

For all North West College scholarships please check the website. Scholarship applications can be found on the NWC website at northwestcollege.ca/funding.

9. CLASSROOM ENVIRONMENT

The learning environment and activities are controlled by the instructor and guided by mutual respect, common sense, propriety, courtesy and etiquette. The instructor has the right to require students to cease and desist in actions that are disruptive or that impede progress in the program. The instructor has the right to remove students from the learning environment if instruction is impeded by an individual's actions or comments.

Also, students are not permitted to transmit, distribute or make materials available that are harassing or discriminating, illegal, abusive, obscene, threatening or intimidating. Demeaning transmissions to any individual or group is prohibited. This includes but is not limited to, electronic email systems and postings online.

At North West College you will be treated as an equal with all other students. Our commitment to our students is exemplified in all areas of the college-through individual student attention and support well trained and caring instructors, celebration of student successes, learning and service options, and a safe,

caring learning environment. Students are encouraged to ask questions and share their perspective and to actively participate, particularly in our small classroom environment.

10. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

North West College is a publicly funded institution and as such appreciates and values the need for accessibility to information as well as an obligation to conduct its operations in a way which is open to public scrutiny. Additionally, the College respects the need to maintain the privacy of all those who work or are students at the College; therefore, the College as a collective whole will collect information and store or save information and provide access to information in a way deemed appropriate by the Freedom of Information and Protection of Privacy.

11. STUDENTS' RIGHTS AND RESPONSIBILITIES

Students' Rights

- Students have the right to know that in the event North West College decides to discontinue a program in progress, the College will make every effort to assist the students, presently in the program, the opportunity to complete that program year.
- Students have the right to access academic advising and other College services available to them.

- Students have the right to receive a course outline that details timelines, course outcomes, assignments, evaluation systems, due dates, classroom procedures, and attendance expectations.



- Students have the right to be notified of class cancellations as soon as possible and to be able to expect that classes will start and end on time.
- Students have the right to expect instructors to be available for assistance outside of regularly scheduled class times that is mutually acceptable to all parties.
- Students have the right to know the College's policy and practices for intellectual honesty, as well as having access to policies and procedures that deal with situations that may appear unfair. Intellectual dishonesty includes but is not limited to copying another student's work, cheating, plagiarism, changing marks on your work, and giving other students answers to test questions.
- Students have the right to receive assessment feedback, assignments, and examinations in a timely fashion. Those students considering withdrawing from a program will be given performance feedback one week prior to the official course withdrawal deadline as published as well as having the right to review their class examinations and course assignments after they have been evaluated.

- Students have a right to expect that their personal information and their official records will be managed consistently with the Freedom of Information and Protection of Privacy Act.
- Students have the right to learn in an environment that is safe, healthy, supportive, and respectful of their needs as an adult student.
- A student has the right to be informed of any documents specific to their academic progress or behavior that is being added to their file.
- A student has the right to add documents to any file specific to their academic progress or behavior, including written documents refuting the contents of documents of a disparaging nature. If a document is added to a student file that makes reference to another person, a copy must be sent to that individual.

Students' Responsibilities

It is expected that in a learning centered environment, students will conduct themselves in a mature and responsible manner. Therefore, students must be aware that the following improper student behavior or conduct may result in disciplinary action by North West College. The disciplinary action could lead to reprimand, suspension or dismissal from the student's program.

1. Knowingly or unknowingly engaging in cheating, plagiarism, fraud, deceit or other forms of academic dishonesty.

2. Punctual and regular attendance is expected in all North West College courses.
3. To arrive on time for classes and to be fully engaged in the learning process.
4. To be familiar with college policies and program practice as they pertain to assignments, attendance and course expectations.
5. To be familiar with the material and contents contained within the course outline.
6. To respect the instructor's right to determine course content, evaluation and instructional methodology.
7. To respect the instructor's rights to set deadlines for assigned work and to establish penalties for failure to comply with deadlines.
8. To write tests and final examinations at the times scheduled except in cases of illness or other circumstances approved by the instructor.
9. To be aware of registration or withdrawal deadlines and the procedures that must be followed.
10. To not participate in any disturbing or disruptive behavior or otherwise interfere with students or staff while pursuing their learning or working activities.
11. To refrain from intentional damaging of property, buildings or equipment, of any employee or student of the North West College.
12. The participate in the unauthorized use of or unauthorized entry to North West College property.

13. To refrain from threatening to subject or subjecting any person or persons to physical, racial, sexual or mental harassment, indignity, injury or violence.
14. To refrain from making frivolous, vexatious or unfounded accusations about students or staff of North West College.

12. ACADEMIC MISCONDUCT

The following six areas constitute the major types of academic misconduct and are subject to penalties. Please note that misconduct on any part of your work denotes misconduct, there is no partial culpability. No fees are refunded if the student is dismissed from the College for academic misconduct. Students should refer to the policies around academic misconduct that are put in place and enforced by the brokering institution for their respective program.

Cheating

Cheating is the use of inappropriate, prohibited or unacknowledged materials, information or aids in any academic work. The use of notes, books, electronic technology (including but not limited to calculators, cell phones, tablets and voice or video recordings) and conversation with others is restricted or forbidden in many instances of academic work and their use constitutes cheating. Students may not request others (including electronic or free term-paper organizations) to conduct research or perform any work for them.

Fabrication

Fabrication is the falsification or invention of any information or citation in an academic work or required program documentation such as clinical permits, criminal record checks, etc. Invented information may not be used in any academic work without the prior authorization of the instructor.

Plagiarism

Plagiarism is the unaccredited use of another person's works or ideas and includes the representation of words or ideas of another as one's own in any academic work. Self-plagiarism is the resubmission of identical or previous work or portions thereof. Students need to be aware that plagiarism or self-plagiarism of any part of a work is academic misconduct; there is no partial culpability or penalty. To avoid plagiarism/self-plagiarism, every source of information must be identified and properly documented according to an established writing convention determined by the instructor. Instructors have the right to request students to submit their work for electronic detection of plagiarism.

Facilitating Academic Misconduct

Students who knowingly or negligently allow their work or portions of their work or drafts of their work to be used by other students or who otherwise aid others in committing academic misconduct are violating academic integrity. This applies to students who hide, misrepresent or falsify information related to an incident of academic misconduct. Such students are as guilty

as a student who receives and uses the material or who is involved in the incident directly, even though they may not themselves benefit from the act of misconduct and are therefore subject to the same penalties.

Denying Access to Information or Materials

It is a breach of academic integrity to deny others access to academic resources or to deliberately impede the progress of another student. This would include giving other students false or misleading information, making library or shared materials unavailable to others by stealing, deliberately misplacing, defacing or destroying any of these resources, including computer files that are not one's own.

Copyright Violation

Canada's Copyright Act states the legal and permissible use of copyright materials. Copying beyond the limits of the Act is a violation and liability for these actions will rest with the individual who made the illegal copy.

Check the website for more information at: <https://laws-lois.justice.gc.ca/eng/acts/c-42>. You can also speak with your instructor or the International Student Coordinator to discuss expectations or require clarification.

13. NON-ACADEMIC MISCONDUCT

Misconduct is defined as unacceptable or improper behavior. Disrespectful behavior, dress, or conduct will be addressed on an individual basis using the steps outlined in each program accrediting institution's policy. This includes, but is not limited

to, harassment (verbal/physical), attendance, punctuality, substance abuse, inappropriate clothing, etc. Offences may result in immediate discontinuation. Extreme consequences can include changes to their program status.

If you have questions or require clarifications on policies around non-academic misconduct, contact the International Student Coordinator, or refer to policy documentation on the North West College website.

ZERO TOLERANCE ON VIOLENCE & HARASSMENT.

14. HARASSMENT PREVENTION

North West College is committed to providing a safe, positive learning environment where all are treated with respect and dignity. Harassment is any objectionable conduct, comment, or display by a person that:

- is directed to another person;
- is made on the basis of race, creed, religion, color, sex, sexual orientation, marital status, family status, disability, physical size or weight, age, nationality, ancestry, or place of origin; or
- constitutes a threat to the health and safety of another person.

Normal social contact between people based on equality and/or mutual consent does not constitute harassment. Harassment is discrimination and it is against the law. Failure to adhere to this regulation may result in a student being disciplined and/or removed from North West College.

REES Reporting Platform

North West College has partnered with REES to provide staff and students with reporting options if they experience violence or witness incidents of violence, harassment, property damage, or other issues on campus.

The REES platform can be accessed by clicking the link with the REES logo above the navigation bar of any page on our website. To utilize the reporting platform, you must create an account. There are options available to provide anonymous reports through the platform once you create an account if you prefer to keep your identity removed from the report.

The REES platform also has information and links to additional community resources that may be useful if you have experienced violence. Feel free to utilize the resource list and contact your Student Services Associate to ensure that you are supported.

15. STUDENT GRADING, EVALUATION AND APPEAL POLICIES

North West College follows the grading and evaluation policies, appeal process, and academic dishonesty policy of the accrediting institutions from which it brokers its programs.

16. ACADEMIC RECORDS

Academic records, including marks, are the property of the accrediting institution a program is brokered from. NWC maintains a file on site at NWC for a period of one year.

Assignments and examinations are held for retention for a period of one year and subsequently destroyed.

Students will need to contact the accrediting institution for their official academic records.

17. STUDENT SERVICES

North West College is dedicated to supporting individuals in their efforts to be successful learners. The Student Services team, along with a team of dedicated instructors and staff, work with students to determine and achieve their academic and career goals.

The Student Services team also plans fun social events for students to participate in and meet their colleagues. There is a monthly calendar of events distributed each month - watch for announcements about events online or around the college, or check with Student Services directly to find out about upcoming events.

Academic Planning Services

- a) Assist students with their academic career and educational decisions.
- b) Provide students with information about educational options – college, university, vocational-technical, apprenticeship, etc.
- c) Facilitate application procedures including advising on foreign credentials and English language proficiency requirements.
- d) Administer and interpret vocational and aptitude tests.

Academic Support Services

- a) Workshops and one on one support in: learning strategies and styles, note taking, study skills, exam writing, essay writing, time management and budgeting.
- b) Student advocacy support.
- c) Student discipline, appeals – procedure and support

Career Planning Services

- a) Job search techniques
- b) Resume and cover letter workshops and writing assistance
- c) Interview skills and mock interviews
- d) Employability skills
- e) Self-assessments and goal setting
- f) Workplace culture and diversity workshops

Labour Market Services

- a) Identification of current labour market opportunities.
- b) Provide current and relevant job search information through workshops, one on one sessions, job boards and resource centers.
- c) Respond to labour market needs by preparing students beyond technical training.

Learning and Wellness Services

- a) Assist students in accessing accommodations where needed to support their learning.
- b) Organize tutoring and student academic support services: note taker, scribe, reader.

- c) Provide support for mental health concerns, including connecting students with local agencies and support groups.
- d) Help access Register Blast for online tests, for students that require testing accommodations or support.
- e) Organize wellness activities such as lunch & learn sessions and other events promoting physical and mental wellness.

18. IMMIGRATION DOCUMENTS

Visas

International students may also require a visa which can be applied for at the same website as the study permit.

Work Permits/ Post Graduate Work Permit, (PGWP)

Students are required to stay current on citizenship and immigration rules regarding work permits. The following website will provide students with information regarding permits and eligibility towards working off campus and for working after your program graduation.



Working Off Campus Information
Government of Canada



Work and Live in Canada after Graduation
Government of Canada

Some programs require students to do a work placement, clinical or practicum component within their curriculum. Students in such programs may require a **co-op work permit**.

In addition, some employers and host agencies may require a criminal record check and vulnerable sector check from a recognized police service before they can start their clinical or work placement.

Accordingly, students who register in a program with a clinical or work placement component, it is their responsibility to ensure that they are eligible to participate. Further, NWC takes no responsibility for these matters and students should be aware that tuition and related fees are not refunded in the event that access to clinical or work placement is denied.

Students should also be aware that some professions and licensing boards also require a criminal record check provision to ensure suitability to practice in the profession. The costs associated with the provision of the criminal record check are to be borne by the student.

When the program is completed the granting institution will send a notification to your email for that institution and then you will go to MyCreds.ca to get your Letter of Completion, Official transcript and Certificate. North West College does not issue the Letter of Completion as it must come from the granting institution.

19. HEALTH CARE SERVICES

Saskatchewan Health Card

All residents of Saskatchewan receive hospital and medical insurance at no charge. The provincial health plan pays for most doctor's fees and hospital bills. Prescription drugs are not covered by the provincial health plan.

International students who come directly from another country are eligible to receive coverage in Saskatchewan from the day they arrive once they apply to Saskatchewan Health. Please apply online at: www.ehealthsask.ca

You must include three pieces of identification including your legal entitlement to be in Canada (study permit), your support of identity (passport), and proof of your Saskatchewan residency (A valid document that displays your name and current home address and confirms that your primary place of residence is Saskatchewan).

You will also need to include a letter signed by North West College that confirms your enrollment at North West College. You can contact the International Education coordinator for this letter. Once the application has been processed, the student will receive a health services card to the student's mailing address. This card must be presented when going to a clinic or hospital for treatment.

**Extra Coverage - International Insurance -
I.M. Well – Download App with QR Codes →**

Student VIP/Cowan Medical Coverage

All international students studying at North West College are required to have health insurance, therefore, you are automatically enrolled in the North West College International Health Plan. This plan begins on the day you begin classes.



Student VIP

This is a third-party insurance provider

Please refer to [StudentVIP - NWC](#)

Mental Health and Addiction Services

Mental Health provides services for individuals, couples and families dealing with depression, grief, anger, suicidal behavior, trauma, addictions, relationships, medical issues, adjusting to new circumstances and self awareness. If you are struggling with mental health issues, please contact Student Services, your family doctor, and/or use the appropriate help line from the numbers listed below.

Emergency Contact Numbers:

Fire / Ambulance / Police: 9-1-1

Professional Health Advice and Mental Health Support: 8-1-1

Suicide Crisis Helpline: 9-8-8

Saskatchewan Health Authority Services

The Saskatchewan Health Authority (SHA) is responsible for the delivery of high quality and timely health care for the entire province. The Saskatchewan Health Authority works to provide healthcare to Saskatchewan residents, and prioritize care around the principles of better health, better care, better teams, and better value.

You can find a list of available health services, including a list of doctors accepting new patients on their website -

www.saskhealthauthority.ca

20. OTHER ITEMS

Graduation

To qualify for graduation, the learner must be admitted to the program and complete all of the identified program completion requirements as identified by the accrediting institution. You can check the requirements to graduate on each accrediting institution's website:



**Lakeland College Student
Policies and Procedures**



**Saskatchewan Polytechnic
Policies and Procedures**

Graduation ceremonies will take place in November and June for the 2026-27 academic year:

November 5, 2026- Graduation Ceremony January Intake

June 1, 2027- Graduation Ceremony (South)

June 3, 2027- Graduation Ceremony (North)



Banking Information

There are several banks located in North Battleford and Meadow Lake.

North Battleford

- Bank of Montreal - 306-445-2473
 - 1152 101st Street, North Battleford
- CIBC - 306-445-6122
 - 1262 101st Street, North Battleford
- Innovation Credit Union - 306-446-7000
 - 1202 102nd Street, North Battleford
- RBC Royal Bank - 306-937-5000
 - 1101 101st Street, North Battleford
- Scotia Bank - 306-445-8125
 - 1102 101st Street, North Battleford
- TD Canada Trust - 306-445-7221
 - 1147 101st Street, North Battleford

Meadow Lake

- CIBC - 306-236-4485
 - 202 Centre Street, Meadow Lake
- Innovation Credit Union - 306-236-5619
 - 125 Centre Street, Meadow Lake
- RBC Royal Bank - 306-236-5623
 - 130 Centre Street, Meadow Lake

Income Tax

Students should submit an income tax return to the Canada Revenue Agency once per year in order to claim a tuition credit. It must be filed annually by April 30th. Depending on the amount earned, international students who work on or off campus may be required to complete an income tax return. For further information, call the Canada Revenue Agency toll free at 1-800-959-8281 or visit: www.canada.ca/en/revenue-agency/services/tax/international-non-residents/individuals-leaving-entering-canada-non-residents/international-students-studying-canada.html

Library

We do not have a library inside the school, but there is a public library available in town, please refer to www.northbattlefordlibrary.com

Driver's Licence

For information regarding the specifics of driving in Saskatchewan or how to acquire a Saskatchewan Driver's Licence, please refer to the SGI website: www.sgi.sk.ca

There are also many local independent brokers for SGI services in the province, for your convenience. You can find the locations for various services at www.sgi.sk.ca/locations

Housing Accommodations

There are numerous agencies that list rental accommodations.

A list of rental agents and locations in North Battleford is provided.

Below is a list of accommodations in North Battleford.

Property Name/ Owner	Contact
Facebook-North Battleford and Area	online
Crafton Place. Owner: Ken Mensa	306-445-6710
Kildeer Apartments. Owner: Dave Webb	306-441-6099 info@normandale.ca
Meadowstone Apartments (Battleford)	306-441-5978 joe@meadowstone.ca
Diamond Standard Properties	306-445-8571 dsp@sasktel.net
Battleford Housing Authority	306-937-3055
Battlefords Immigration & Resource Centre	306-446-0622

There are also the Battlefords online classifieds and listings:

- Facebook Marketplace
- Facebook - North Battleford & Area Rental (Group)
- Battlefords Now – www.battlefordsnow.com
- News Optimist - www.sasktoday.ca/north/battlefords-news-optimist
- www.Kijiji.ca

*NWC has a “Homestay” program where you can rent a room in a private home and share amenities. You would contact the

property owner directly. Check with the International Education Coordinator for this option.

Meadow Lake has a student residence that has individual units, family units and shared accommodations.

For more information visit our website:

https://northwestcollege.ca/current_students/residences.html

Residence Application:

https://northwestcollege.ca/mrws/filedriver/2022_23_Forms/Residence_Application_2023_Fillable.pdf

Childcare

Both North Battleford and Meadow Lake have day-care centres.

North Battleford:

mysask411.com/search/businesses/north%20battleford/day-care-centres-and-nurseries

Meadow Lake:

<https://www.yellowpages.ca/search/si/1/Childcare+Services/Meadow+Lake+SK>



North Battleford
Daycare Search



Meadow Lake
Daycare Search

Transportation North Battleford

NB City Cab: 306-445-5556

Bridge Taxi: 306-446-2097

Crown Cab: 306-446-8155

Bus Service: North Battleford Public Transit: 306-445-7787

Transportation Meadow Lake:

Mr. Taxi Ltd.: 206-240-7677

Meadow Lake Cab: 306-240-6667

Churches and other places of worship

Students in Meadow Lake as well as North Battleford looking for a place to worship can contact Battlefords Immigration Resource Center at 306-446-0622.

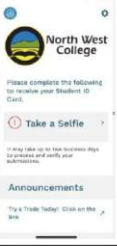
Digital ID

NWC started using digital ID, each student will be assigned email address and PSE Student #.

Please see instructions below to create your digital ID



Everest Digital Identity Instructions

1. Download the app    	2. Follow the instructions  North West ID: 0013 Student Number: <Your Student Number> Last Name: <First 3 Letters of Last Name>  College OTP: 20253	3. Take your selfie  4. Submit your photo and you are done!
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Important Phone Numbers

Front Main Desk - North Battleford

306-937-5100

Front Main Desk - Meadow Lake

306-234-5100

Battlefords Immigration Resource Center (BIRC)

306-446-0622

Registrar / International Coordinator:

Olukayode Awosile: 306-937-5105

Olukayode.Awosile@northwestcollege.ca

