



OLD SUN COMMUNITY COLLEGE
P.O. BOX 1250
SIKSIKA, ALBERTA T0J 3W0

Phone: (403) 734-3862
Toll Free: 1-888-734-3862
Fax: (403) 734-5363
Toll Free Fax: 1-888-375-3335
Web Page: oldsuncollege.ca

OLD SUN

COMMUNITY COLLEGE

Empowering a Nation through Education

HANDBOOK

2021-2022
Academic Year



OLD SUN COMMUNITY COLLEGE

NOTES

Administrative Hours:

Monday – Friday 8:00 AM – 4:30 PM

Library Hours:

Monday-Thursday 8:30 AM– 6:00 PM

Friday 8:30 AM– 5:00 PM

Library Summer Hours:

Monday-Friday 9:00 AM—4:00 PM

College Institution Hours:

Monday: 8:00 AM – 4:30 PM

Tuesday: 8:00 AM – 4:30 PM

Wednesday: 8:00 AM – 4:30 PM

Thursday: 8:00 AM – 4:30 PM

Friday: 8:00 AM – 4:30 PM

***4:30-7:30 PM Evening University Classes**

OLD SUN COMMUNITY COLLEGE

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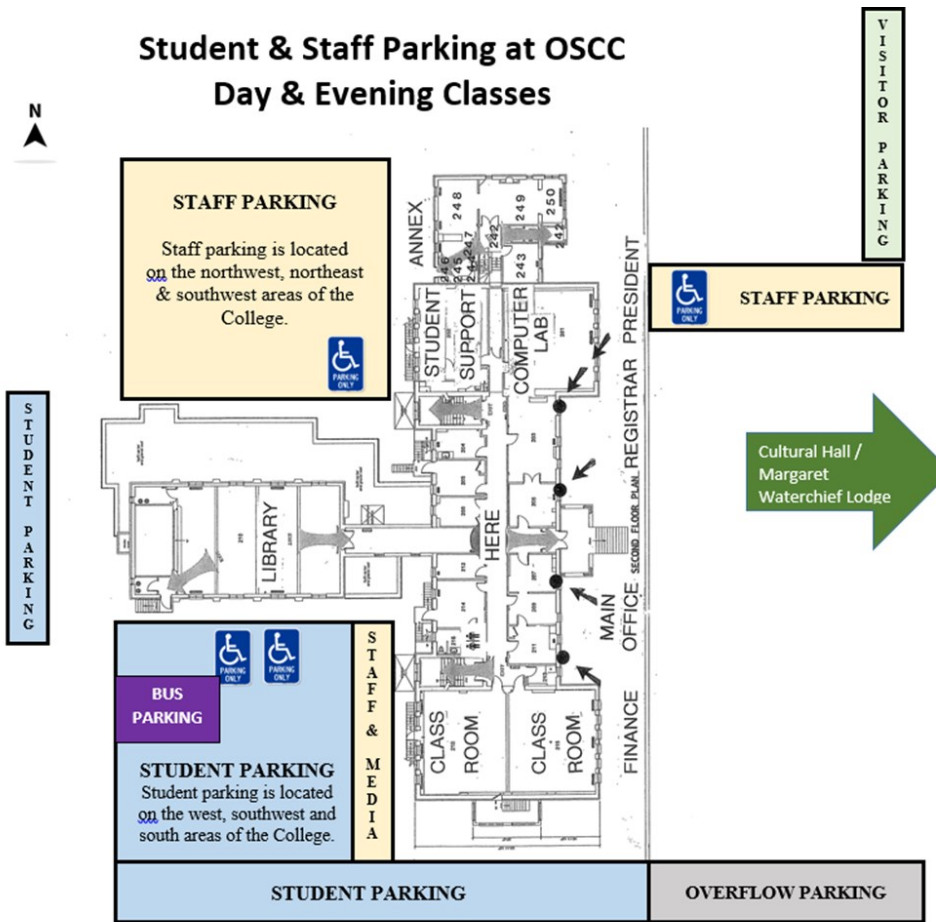
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Edited Nov. 6, 2018

OLD SUN COLLEGE STAFF

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General Office Clerk

Post Secondary Education Counselor

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Post Secondary Executive Assistant

Alisa Day Chief, Administrative Information Management Diploma
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2021-2022
 Old Sun Community College
 School Calendar

P.O. Box 1260
 Siksika, AB T0J 3W0
 Ph: 408-784-8882
 Fax: 408-784-6868

IMPORTANT DATES

INSTRUCTORS BACK	AUG. 30
1st QUARTER	SEPT 1 - NOV 5
2nd QUARTER	NOV 8 - JAN 25
3rd QUARTER	JAN 27 - MAR 31
4th QUARTER	APR 4 - JUNE 30
SIKSKA DAY	SEP 22
CHRISTMAS BREAK	DEC 23 - JAN 1
EASTER BREAK	APR 18 - 22
LAST DAY FOR STUDENTS	JUN 30
STATUTORY HOLIDAY	
PROFESSIONAL DEVELOPMENT (SBE)	
FLEX DAY (SBE)	


INSTRUCTIONAL DAYS 187 DAYS

AUG		FEB	19
SEP	20	MAR	23
OCT	22	APR	15
NOV	21	MAY	21
DEC	16	JUNE	15
JAN	17	JULY	
TOTAL	94	TOTAL	93
TOTAL INSTRUCTIONAL HOURS		1029	991
		PROVINCIAL	ACTUAL
		REQUIREMENT	HOURS

**DIPLOMA EXAMS	JANUARY 11 & 12, 2022
**NO CLASSES	JANUARY 21, 24, 2022
	JUNE 13 & 14, 2022
	JUNE 17, 22, 23, 24, 2022

AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Hours of Operation: Monday to Friday 8:00am to 4:30pm

2021-2022 Schedule of Classes			
			
Sep 1 - Nov 3, 2021			
Quarter 1			
8:45 - 11:25 a.m.	Blackfoot 10 English 30-2 (Part 1) Mathematics 15-5 Mathematics 20-4 Science 14 Social Studies 10-2	Tina Ayoungman Jacki Kirk Daniel Fraser Marion Brunen Nigel Peters Kelyc Byrne	218 215 302 308 301 315
11:25 - 12:30 p.m.	LUNCH		
12:30 - 3:10 p.m.	CALM English 10-2 English 30-1 (Part 1) Mathematics 10C Science 10 Social Studies 30-2 (Part 1)	M. Manyfingers Kelyc Byrne Jacki Kirk Marion Brunen Daniel Fraser Nigel Peters	218 315 215 308 302 301
Nov 8, 2021 - Jan 25, 2022			
Quarter 2			
8:45 - 11:25 a.m.	Blackfoot 20 Chemistry 20 Computers 10 English 20-2 English 30-2 (Part 2) Mathematics 20-1	Tina Ayoungman Daniel Fraser Nigel Peters Kelyc Byrne Jacki Kirk Marion Brunen	218 302 201 315 215 308
11:25 - 12:30 p.m.	LUNCH		
12:30 - 3:10 p.m.	Biology 20 English 30-1 (Part 2) Mathematics 10-3 Mathematics 20-2 Science 24 Social Studies 30-2 (Part 2)	Daniel Fraser Jacki Kirk Marion Brunen M. Manyfingers Kelyc Byrne Nigel Peters	302 215 308 218 315 301
Jan 27 - Mar 31, 2022			
Quarter 3			
8:45 - 11:25 a.m.	Blackfoot 30 Chemistry 30 (Part 1) Computers 20 English 10-2 Mathematics 30-1 (Part 1) Social Studies 30-1 (Part 1)	Tina Ayoungman Daniel Fraser Nigel Peters Kelyc Byrne Marion Brunen Jacki Kirk	218 302 201 315 308 215
11:25 - 12:30 p.m.	LUNCH		
12:30 - 3:10 p.m.	Biology 30 (Part 1) English 30-1 (Part 1) Mathematics 20-3 Mathematics 30-2 (Part 1) Science 14 Social Studies 20-2	Daniel Fraser Jacki Kirk Marion Brunen M. Manyfingers Nigel Peters Kelyc Byrne	302 215 308 218 301 315
Apr 4 - June 30, 2022			
Quarter 4			
8:45 - 11:25 a.m.	Aboriginal Studies 30 Blackfoot 10 Chemistry 30 (Part 2) English 20-2 Mathematics 30-1 (Part 2) Social Studies 30-1 (Part 2)	Nigel Peters Tina Ayoungman Daniel Fraser Kelyc Byrne Marion Brunen Jacki Kirk	301 218 302 315 308 215
11:25 - 12:30 p.m.	LUNCH		
12:30 - 3:10 p.m.	Biology 30 (Part 2) Computers 10 English 30-1 (Part 2) Mathematics 30-2 (Part 2) Mathematics 30-3 Physical Education 30	Daniel Fraser Nigel Peters Jacki Kirk M. Manyfingers Marion Brunen Kelyc Byrne	302 201 215 218 308 315

Post Secondary Career Guidance Counselor
 Lorelee Waterchief B.S.W., M.S.W.
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Library
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Adult Literacy Coordinator
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Instructor
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Instructor
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OLD SUN COLLEGE STAFF

Instructor

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Instructor

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Instructor

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Instructor

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Coordinator, Research & Program Development

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Mental Health Coordinator

Debbie Smith
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PROGRAMS & SERVICES

SIKSIKA NATION POST SECONDARY STUDENT SUPPORT PROGRAM

WILL PROVIDE FINANCIAL ASSISTANCE TO REGISTERED TREATY MEMBERS WHO ARE ACCEPTED INTO ANY OF THE FOLLOWING PROGRAMS OF STUDY:

- **UCEP (University and College Entrance Preparation)**
- **COLLEGE (Certificate and Diploma programs that are a minimum of 8 months in length with a Grade 12 Equivalence)**
- **UNIVERSITY (Bachelors/Masters/Doctorate Degree Programs)**

Full Sponsorship for eligible full-time students is based on availability of funds and includes:

- **Tuition**
- **Books**
- **Monthly living allowance**

FOR MORE INFORMATION & APPLICATIONS VISIT OUR WEBSITE @ oldsuncollege.ca

**DEADLINE TO APPLY FOR FUNDING:
(ACCEPTED ONLY ONCE PER YEAR) JUNE 15**

PROGRAMS & SERVICES

CAREER COUNSELING

It can be difficult selecting the right educational path when there are multiple choices before you. Career counseling services help individuals discover their passions and talents that can be utilized in the professional world. OSCC provides a wrap around service to meet the emotional, spiritual, and intellectual needs of our students.

DIPLOMA WRITING CENTRE

Old Sun Community College is one of Alberta Education's Writing Centers. Diploma exams are written in November, January, April and June of each school year. Schedules are posted for each examination period.

Students taking course instruction in diploma examination courses must be registered for their diploma examinations by the dates specified by Alberta Education.

A mature student may write any diploma examination in November, April, or August without taking formal instruction in the course.

The diploma examination mark will constitute 30% of the final mark. A mature student, for Alberta High School Diploma purposes, is one who, as of September 1 of the current school year, is 19 years of age or older or is the holder of a previously awarded high school diploma from the Province of Alberta or an equivalent high school diploma from a jurisdiction acceptable to the Minister. (Diploma Examination Program – General Information Bulletin, 2021-2022 School Year.)

CRISIS UNIT—(403) 734-2596

OLD SUN COLLEGE STAFF

Coordinator, Academic Research & Development

Jeanette Villeneuve BSW, B.E.d., M.A

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Maintenance Supervisor

Mary (Myrna) Stevens

Ext: 229

Maintenance Assistant

Dallas Little Light

Ext: 229

Security/Maintenance

Nicholas Stevens

Custodian

Lange Eagle Speaker

Custodian

Karen Yellowfly

Custodian

Mandel Old Woman

Custodian

Bryan Eagle Speaker

MISSION STATEMENT

Old Sun Community College develops and offers quality courses, programs and services tailored to meet the needs of the Siksika Nation and individuals while preserving the Siksika Way of Life.

BELIEF STATEMENT

Old Sun Community College has an important responsibility to enhance the sovereignty and Nationhood of Siksika. With an open heart and mind, Old Sun Community College respects diverse ways of life even as it promotes the lifelong learning of Siksika culture, language, history, and knowledge to our future generations.

VALUE STATEMENT

Sik-si-ka-wa Ii-ka-I-sa-ka-kii-tsim-yaa-wa Nii-pai-ta-pii-wah-sin,
Si-ksi-kai'po-wah-sin, So-ksiis-ta-wa-tsi-maan

Spiritual tradition

Integrity

Kindness

Strength

Innovation

Knowledge

Accountability

Wellness

Achievement

As a community, we assume control of the formal education of our members and support individual initiatives to achieve their potential for the benefit of the Nation.

PROGRAMS & SERVICES

ADULT LITERACY PROGRAM

The Adult Literacy Program has been developed to assist students with the basic foundational level skills in English and Math. At the completion of this program students will be prepared to begin the regular high school English and Math.

Curriculum topics include:

- Basic/Intermediate Math
- Basic/Intermediate English
- Budgeting
- Time Management
- Computer Skills
- Job Readiness
- Cultural Activities

PROGRAMS & SERVICES

ADULT EDUCATION

OSCC recognizes education as the key to empowering a Nation. This is why OSCC offers the Adult Education Program. This program lays the foundation for individuals continuing their educational journey by providing quality academic upgrading and training.

If you are interested in registering for Adult Education please contact the Registrar for an application or visit our website @ oldsuncollege.ca

The following courses will be offered for the Fall/Winter Quarters 2021/2022 semesters:

- Aboriginal Studies 30
- Biology 20, 30
- Blackfoot 10, 20, 30
- CALM
- Chemistry 20, 30
- Computers 10, 20
- English 10-2, 20-2, 30-2, 30-1
- Math 10C, Math 20-1, Math 20-2, Math 30-1, Math 30-2, Math 10-3, Math 20-3, Math 20-4, Competencies in Math 15-5
- Math 30-3
- Physical Education 30
- Science 10, 14, 24,
- Social 10-2, 20-2, 30-2, 30-1

Please see the Adult Upgrading 2021/2022 Schedule of Courses for a detailed description of course availability and times.



HISTORY

The name of Old Sun has been associated with formal education on the Blackfoot Reserve for generations. Chief Old Sun's Blackfoot name was literally 'Sun Elder' or 'Sun Old Man'. In The Blackfoot language it was NA TO SA PI. The first two syllables refer to the sun. The final two syllables of the name mean grey or white hair of an old man. But they also aesthetically imply 'to see', as in "to gain insight."

The opportunity for formal schooling has been available on the Reserve since the late 1800s. In 1883 Reverend John W. Tims of the Church of England was sent to establish a mission among the Blackfoot Indians. His task was accomplished when Chief Old Sun allowed him to build a cabin which became the first school and, at a later date, was named after Chief Old Sun. Unfortunately, a fire destroyed the school.

However, in 1929 the present brick school was built to accommodate the growing educational needs of the reserve. The Anglican Church continued to operate the school until the 1950s when the federal government took over.

The 1960s signaled a new era in Native Indian Education. A move was made to integrate students into the public school system through bussing. As the Old Sun School became vacant, the Blackfoot leaders identified a possible use for the building as an adult learning centre. Their plans became a reality when Old Sun Community College was organized as Old Sun Society in 1973. In 1988, the Old Sun College Act was passed in the Alberta Legislature. Wherein, Old Sun Community College would become a tool of self-empowerment as it transformed into a First Nations College.

STUDENT POLICIES AND PROCEDURES

TEXT BOOKS

1. Sponsored students must pay a textbook rental of \$100-\$150 per class.
2. Non-sponsored students must pay a textbook rental of \$40 per class.
3. Students will be given textbooks only **after payment** is received.
4. All text and library books must be returned at the end of the semester or a hold will be placed on your registration.
5. Students must present a receipt before a refund can be issued.
6. At the end of the academic year, once all textbook (s) have been returned, 50% of the cost of book (s) will be refunded.
7. Book refunds should all be done before the end of the school year (June).

COMPUTER POLICIES

1. All computing resources and facilities of Old Sun Community College shall be used as authorized by faculty, solely for legitimate academic instructional or administrative purposes.
2. Individuals who use the College computer facilities for any purpose will assume the responsibility that these resources will be used in a legitimate manner.
3. Viewing and/or using another person's computer files, programs, or data without authorized permission is unethical behavior and an invasion of privacy.
4. Files, usernames, and computer output belong to the individual and are considered personal property. Users shall not examine or use someone else's file or output without explicit permission from the owner. Users shall not use someone else's username. Attempts to circumvent the protective mechanisms in the computer system shall be considered violations of the right to privacy.

LIBRARY

COMPUTERS

Computers are intended for school use only. Students are not allowed to use computers for personal use such as, e-mail and Facebook. Computers and internet usage are for school purposes only.

RESOURCES

- The library has seven computers with the internet/printer available for students.
- The library has various academic search engines that can be utilized for research purposes.
- No food/drinks in the library at any time.
- The library has zero tolerance for disruptive individuals. Please be respectful of others studying in the library.

OVERDUE BOOKS

All Old Sun Community College library books and resources must be returned before the school term ends. Failure to return overdue books could negatively affect future funding and/or registration.

LIBRARY

LIBRARY HOURS:

Monday– Thursday: 8:30 AM - 6:00 PM
Friday: 8:30 AM– 5:00 PM

SUMMER HOURS:

Monday– Friday 9:00 AM- 4:00 PM
Closed on Holidays

LIBRARY STAFF:

Amie Sitting Eagle
Douglas Many Heads

MISSION STATEMENT

Our mission is to promote Life Long Learning on Siksika Nation by providing a unique collection of academic/cultural resources to students.

LIBRARY CARDS

All students must fill out a Library Registration Form to be issued a library card.

The Library is for college use only, therefore books will only be signed out to Staff and Students. However, visitors are welcome to browse and read in the library.

EQUIPMENT

Must be a student of Old Sun Community College and have a Library card to sign out equipment.

5. Users shall not deliberately attempt to degrade the systems performance or capability. Loopholes in the computer systems or knowledge of special passwords shall not be used to damage the system, take resources from another user or violate privacy.
6. Students will book scheduled times for use of computers, whether to use the programs or internet. Students who do not have proper authorization or are scheduled to be in class will be asked to refrain from using the computers. A student who is repeatedly asked will lose all computer privileges.
7. Any unauthorized or illegitimate use of computer resources, facilities or software shall constitute a violation of College policy and shall subject the violator to disciplinary and/or legal action by the College.

CHEATING

1. Examinations:
Willfully copying or attempting to consult a notebook, textbook, or any other source of information not specifically authorized by the teacher; willfully aiding or receiving aid from another student during an examination or attempting to give or receive such aid; obtaining or attempting to obtain copies of the examination prior to the time of the examination is given; or any other act which violates or attempts to violate the stated conditions of an examination is cheating.
2. Assignments:
Students are expected to complete assignments on their own. Willfully copying all or part of another student's assignment or attempting to violate or violating any stated conditions of the assignment is cheating.

CHEATING WILL NOT BE TOLERATED AND MAY BE GROUNDS FOR DISCIPLINARY ACTION.

PLAGIARISM

1. Quoting directly from any source of material, including other students' work and materials purchased from research consultants without appropriately citing the source and identifying the quoted material
2. Knowingly citing an incorrect source using ideas (i.e., material other than information that is common knowledge) from any source of material, including other students' work and materials purchased from research consultants without citing the source and identifying the borrowed material

The instructor is expected to establish any guidelines for plagiarism and should make clear to the students their individual responsibilities for assignments.

DAMAGE/VANDALISM

Damage, destruction or abuse of personal or College property and/or premises shows a serious lack of respect for others and for the College community. Violators may be subject to criminal prosecution, college disciplinary action, restitution for cost of damages, and possible fines.

DECEPTION

Deception is defined as any attempt to avoid meeting the stated course conditions, such as making false statements to avoid taking examinations at the scheduled times, or to avoid turning in assignments at scheduled times. Disciplinary action may result.

DISORDERLY CONDUCT

Engaging in conduct which is offensive or presents a risk of harm to self, property, or other persons at any time may result in disciplinary action.

OLD SUN COMMUNITY COLLEGE AWARDS

PRESIDENT'S HONOUR ROLL

The President's Honor Roll is given to students who have achieved an average of 80% or higher, in 2 or more of their classes.

HONORABLE MENTION AWARD

The Honorable Mention Award is given to students who have achieved an average of 70%-79%, in 2 or more of their classes

HIGHEST ACADEMIC ACHIEVEMENT AWARD

The Highest Academic Achievement Award is given to the top Student in their class who have a final grade of 60% or better.

EXCELLENT ATTENDANCE AWARD

The Excellent Attendance Award is given each semester to students with perfect attendance.

*Awards are given for:
Fall Semester in February
Winter Semester in September*

ADD CLASSES: FIRST TWO DAYS OF THE SEMESTER

DROP CLASSES: FIRST WEEK OF THE SEMESTER

WITHDRAWAL DEADLINE: LAST DAY OF CLASSES

Students are required to complete a Withdrawal Form from the Registrar if they will no longer be taking a course (s).

This form must be submitted to the Registrar. Failure to complete the form will result in an “F” grade. An “F” grade will affect future registration.

Students who fail to complete a withdrawal form will not be allowed to register the following quarter.

REFUND POLICY

Students who have never attended class will receive 100% reimbursement of tuition and mandatory fees associated with that course.

Students who withdraw from class within seven (7) days of the start date will be reimbursed 75% of the full tuition and mandatory fees associated with that course.

Students who withdraw from class between (10) to twenty (20) days from the start date will be reimbursed 50% of the full tuition and mandatory fees associated with that course.

DRUGS AND ALCOHOL

Old Sun Community College will not tolerate the use of Drugs or Alcohol on school property. Any person (s) caught selling or using illegal drugs may be reported to the RCMP (Police). Any person (s) who are intoxicated will be asked to leave the school premises.

DANGEROUS OBJECTS

Possession and/or use of any dangerous objects or weapon, such as fireworks, ammunition, firearms or any other explosives, any type of pyrotechnics, knives, BB guns, sabers, or any object that could endanger a member of the College community is prohibited and will result in disciplinary action.

BULLYING/CYBER BULLYING

Any form of bullying at Old Sun Community College will not be tolerated. Those found bullying will be withdrawn from Old Sun Community College and not be allowed to register for one year. There will be zero tolerance of harassment against members of staff and students.

CELL PHONE USAGE IN SCHOOL

Each instructor will determine the use of cell phones in their classes. Please respect their decision as this is important to your learning and those surrounding you. Cell phone use is prohibited in class unless otherwise directed by the instructor.

ATTENDANCE POLICY

Students are expected to attend all classes regularly. The attendance policy will be implemented by course and term.

After three (3) absences from any given class, the student will receive a verbal warning from the registrar.

After five (5) absences per class (including excused absences), the Registrar will withdraw the student from their course(s). All students have the right to appeal the decision.

Lates or early departure from class will not be tolerated. An accumulation of four (4) lates or early departures will equal one absence.

Attendance records will be submitted to your sponsor on a monthly basis.

COURSES

Students who have failed a course twice will not be allowed to re-register for that course.

ASSIGNMENTS AND TESTS

Assignments and tests shall be determined by course instructors.

Absence due to unforeseen incidents will be considered by the instructor.

However, arrangements must be made for all makeup assignments and tests.

GRIEVANCE PROCEDURES

1. If a problem should arise with regard to: an instructor, staff personnel, student, content or delivery, it is expected that students will attempt to resolve such matters with the immediate person (s) concerned.
2. Should the concern not be resolved, the individual (s) may write a letter outlining their grievances, and a meeting will be held with the Registrar.
3. If the matter is not resolved then the individual (s) will meet with the Old Sun Community College Advisory Committee and request an appeal hearing.

BUS TRANSPORTATION

- Availability is on a “first come first serve basis.”
- \$20 monthly fee (NO REFUNDS)
- Payments due before the 1st of each month and can be paid through the main office.

Bus only runs:-Before 8:45 a.m. classes- After 3:10 p.m. classes

REGISTRATION

Old Sun Community College has an open door policy to provide all members of Siksika Nation and non Nation members access to education. However, applicants must meet the following criteria:

- 18 years of age or older.

Registration fee: \$20 per year

Band members: \$40.00 per course

Non-Band members: \$600.00 per course, \$150.00 for books

Students must meet with the Registrar to enroll in classes. Current transcripts are mandatory for registration.

Registration deadline for Adult Education Each Quarter:

After the first week of classes.

Students are required to complete the following forms at registration:

- Registration Form
- Library Registration Form
- Computer Usage Agreement Form
- Memorandum of Understanding Form

Non-Siksika Nation Members:

Non-Siksika Nation Members will not be eligible to register until all funding has been arranged with their funding agent. A letter of approval from the funding agent is required prior to registration.