

# Student Services at CMTN

## Prince Rupert Campus

We are here for you! Connect with us by email, phone, or in-person.



### First Nations Access Coordinators (FNACs)

- create a welcoming environment for all students
- support Indigenous students with academic, emotional, or financial matters
- referrals for students to appropriate resource services
- organization of cultural activities and events

**Contact: Sharon Oskey**

**Email:** [soskey@coastmountaincollege.ca](mailto:soskey@coastmountaincollege.ca)  
[FNAC@coastmountaincollege.ca](mailto:FNAC@coastmountaincollege.ca)

**Office:** 108 or Wil Lu Sagaytwan

**Phone:** 250.624.6054 ext. 5722



### Learning Assistance Services (LAS)

- one-on-one tutoring
- free student success workshops
- strategies for strong reading, writing, and numeracy skills
- assistance with understanding lesson instructions and navigating Brightspace
- help with strong study skills in research techniques, time management, stress management and exam preparation strategies
- assessment for learning difficulties

**Contact: Trudy Dolan**

**Email:** [tdolan@coastmountaincollege.ca](mailto:tdolan@coastmountaincollege.ca)  
[las@coastmountaincollege.ca](mailto:las@coastmountaincollege.ca)

**Office:** 223 or Learning Centre 202

**Phone:** 250.624.6054 ext. 5745



### Educational Advising

- assistance with education planning map
- assistance in course selection
- detailed admission requirements
- advice on potential career paths
- help navigating the registration process
- information on transfer agreements and degree partnerships with other colleges and universities

**Contact: Bernadette McNabb**

**Email:** [bmcnabb@coastmountaincollege.ca](mailto:bmcnabb@coastmountaincollege.ca)  
[advising@coastmountaincollege.ca](mailto:advising@coastmountaincollege.ca)

**Office:** 109

**Phone:** 250.624.6054 ext. 5719



### Accessibility Services

- pre-application and registration assistance
- create individualized accommodation plan
- assessment of internal and external supports and services available to promote success
- mental health support and resource referrals

**Contact: Mariana Aguirre**

**Email:** [maguirre@coastmountaincollege.ca](mailto:maguirre@coastmountaincollege.ca)

**Office:** 111

**Phone:** 250.624.6054 ext. 5730

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### Student Engagement

- activities to support student connection and wellbeing
- answers to questions or concerns about life on or off campus
- coordination of the Student Leaders in Action program. If you're interested in becoming a Leader in Action, please reach out!

**Contact: Karen Buchanan**

**Email:** kbuchanan@coastmountaincollege.ca

**Office:** 210

**Phone:** 250.624.6054 ext 5700



### International Student Advising

- support on admission and program inquiries
- pre- and post-arrival inquiries
- student engagement activities for integration
- assistance with study and work permit applications
- help finding on- and off-campus employment

**Contact: Ozzy Netto**

**Email:** onetto@coastmountaincollege.ca

**international@coastmountaincollege.ca**

**Office:** 107

**Phone:** 250.624.6054 ext. 5798



Mike



Chris

### Campus Library Services

- printing, scanning, and photocopying services
- interlibrary loans from across campuses and BC
- assistance accessing online resources & databases
- help with booking quiet study rooms
- assistance with searching citations, databases and articles search
- student identification cards

**Contact: Mike Rauschenberger**

**Email:** mrauschenberger@coastmountaincollege.ca

**Phone:** 250.624.6054 ext. 5705

**Contact: Chris Grant**

**Email:** cgrant@coastmountaincollege.ca

**Phone:** 250.624.6054 ext. 5714



Donna



Holly

### Registration

- enrolment service clerks to assist front counter, including receiving applications and documents, and processing registrations and payments
- help with purchasing items from the PR campus store (books, merchandise)
- appointment booking for Education Advising, FNAC, LAS, and Accessibilities

**Contact: Donna Morse-Smith**

**Email:** dmorsesmith@coastmountaincollege.ca

**Phone:** 250.624.6054 ext. 5777

**Contact: Holly McAlister**

**Email:** hmcaster@coastmountaincollege.ca

**Phone:** 250.624.6054 ext. 5710

# Student Services at CMTN

## Remote Services

We are here for you! Connect with us by email or phone.



### Financial Aid

- part-time and full-time student grants & loans for post-secondary level programs
- adult upgrading grant for access programs
- provincial tuition waiver program
- awards, bursaries, & scholarships
- emergency financial assistance options
- enrolment verification for financial purposes

**All campus contact: Allison Conway**

**Email:** [financialaid@coastmountaincollege.ca](mailto:financialaid@coastmountaincollege.ca)

**Office:** Waap Sa'mn (House of Spruce) 137 (Terrace)

**Phone:** 250.635.6511 ext. 5204



### Mental Health and Wellness Officer

- interactive activities for your health & well-being
- answers to questions or concerns about accessing mental health resources, including community counselling, pharmaceutical services, or private counselling using extended health benefits
- group and educational workshops on mental health and wellbeing

**All campus contact: Nitu Karmacharya**

**Email:** [nkarmacharya@coastmountaincollege.ca](mailto:nkarmacharya@coastmountaincollege.ca)

[mentalwellness@coastmountaincollege.ca](mailto:mentalwellness@coastmountaincollege.ca)

**Office:** Waap Amgam (House of Cedar) 1001d (Terrace)

**Phone:** 250.635.6511 ext.5405



### TutorMe

#### TutorMe

- Free, online tutoring service for students
- Register and be matched with a tutor right away
- Connect with a tutor: [qacanada.ca/reg](https://qacanada.ca/reg)



### WriteAway

- Free online writing feedback from qualified tutors
- Submit your assignment and receive tips and resources to strengthen your writing skills
- Receive feedback within 48 hours
- Connect with a tutor: [writeaway.ca/connect](https://writeaway.ca/connect)



### AskAway

- Help with research or library services
- Citing sources, navigating databases, and more
- Connect with a librarian:  
[coastmountaincollege.ca/ask-a-librarian](https://coastmountaincollege.ca/ask-a-librarian)