Dear new University of Victoria student,

You are entering a dynamic world-class institution that is constantly tackling the essential issues that matter to people, places and the planet. As a community, we respect ideas, value diversity of thought and inspire you to bold action and new ways of thinking.

In order to help you transition to UVic and achieve the high expectations you have set for yourself, we have prepared this overview of our support services and programs. We have also included information about the many opportunities to get involved and make a difference inside and outside of the classroom.

I encourage you to make the most of your time as a member of this extraordinary community.

Welcome to the University of Victoria!

Jim Dunsdon
Associate Vice-President
Student Affairs

We acknowledge and respect the Lekwungen-speaking peoples on whose traditional territory the university resides and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationship with the land continues to this day.
WELCOME CENTRE

Located on the first floor of the University Centre, the Welcome Centre is your first point of contact in navigating UVic. If you have a question or need assistance, visit the Welcome Centre.

THE WELCOME CENTRE OFFERS
- answers to your questions,
- directions to campus and Victoria locations,
- referrals to campus services,
- campus maps,
- daily 1 p.m. campus tours, and
- quiet study space.

No matter the reason for your visit, you’ll always be welcomed by our friendly staff. We hope to see you here soon.

CONNECT WITH THE WELCOME CENTRE
uvic.ca/welcome | 250-721-8949 | welcome@uvic.ca | University Centre

YOUR ONECARD IS YOUR
- ONECard Flex Account card
- Meal Plan Account card
- Official UVic ID card
- Required proof of identification for exams
- Required card for door access
- UVic library card
- Identification card for UVic Health Services
- Universal bus pass (U-Pass) for BC Transit
- Vikes Recreation facilities pass*
- Vikes Athletics regular season game card
- Access to 24/7 fund loading/account info & freezing funds

*Undergraduate and graduate students in on-campus credit courses pay this fee in their tuition

CONNECT WITH ONECARD
uvic.ca/onecard | 250-472-4554
onecard@uvic.ca | University Centre
TIPS FOR ACADEMIC SUCCESS IN FIRST YEAR

1. **GO TO CLASS!**
   This has nothing and everything to do with how smart you are. Anyone can learn from a textbook, but no one can learn five textbooks in one semester. You need class to help narrow down what the instructor wants you to focus on and learn. It also forces you to keep up with the course.

2. **INTRODUCE YOURSELF TO YOUR PROFESSORS OR TEACHING ASSISTANTS AT THE BEGINNING OF THE SEMESTER.**
   That way you know where to find them when you get stuck. If professors have met you and see you in lecture every week, it’s easier to ask them for help when you need it.

3. **TREAT UNIVERSITY LIKE A FULL-TIME JOB.**
   For every hour you spend in lecture/lab/tutorial, spend one to three hours on that material outside of class. Create a study schedule, map out time constraints for each assignment and set study goals to make the most of your time.

4. **PREPARE QUESTIONS BEFORE THE LECTURE AND REVIEW NOTES AFTER THE LECTURE.**
   This doesn't need to take a long time, but by the end of the term it will help. This includes showing up early or on time and having proper materials (laptop, notebook, pens and pre-lecture notes). It’s important to understand what the professor is discussing in class rather than trying to figure it all out when you’re studying for the final exam.

5. **DEVELOP A DIVERSE REPERTOIRE OF STRATEGIES.**
   Don’t worry if you don’t do very well on your first few assignments or exams—this is an adjustment period. When something isn’t working, change it. Try compare-contrast charts, study groups or creating practice exams. Certain strategies will work better for some tasks than others.

6. **USE SMART STRATEGIES.**
   When studying, you should SELECT and focus on what is important; MONITOR your understanding by explaining to a peer what you learned; ASSEMBLE and group ideas to remember; REHEARSE and review; and TRANSLATE what you have learned into your own representations and frameworks.

7. **UNDERSTAND THE MATERIAL, KNOW THE COURSE-SPECIFIC LANGUAGE AND AVOID RELYING SOLELY ON MEMORIZATION.**
   Look at how and why a concept works so if you need to apply it or change it, you are able to. As for course-specific vocabulary, the best way to understand it is to apply it regularly. Use course-specific language when you write about or talk about things related to that course.

8. **TAKE EVERYTHING ONE STEP AT A TIME AND DON’T SWEAT THE SMALL STUFF.**
   Remember, success at university isn’t solely based on the academics and books. Part of being successful is being happy and healthy. It’s sometimes hard to keep up with healthy eating and sleep patterns. There are times it will be impossible. Make sure you take time for yourself.

9. **ESTABLISH A WORK/LIFE BALANCE.**
   Be mindful of what you take on in addition to your full-time commitment to university.

10. **FIND TIME FOR PLAY AROUND YOUR ACADEMIC SCHEDULE.**
    Have things going on outside of your coursework, and plan those activities into your schedule.

Adapted from submissions by former students of ED-D 101: Learning Strategies for University Success.
DIFFERENCES BETWEEN HIGH SCHOOL AND UNIVERSITY LEARNING

IN HIGH SCHOOL
- Most learning takes place within scheduled class time or within school hours.
- You have many small assignments (tests, quizzes, reports) and lots of low-value opportunities to demonstrate and improve learning.
- Teachers know their students and monitor their progress.
- Work will often be accepted and marked even if it is late.
- The emphasis is on knowing the facts, and you have less experience with deep analysis and critical thinking.
- You have the immediate support of family and friends.

AT UNIVERSITY
- Most learning takes place outside of scheduled class time via engagement with course materials (textbooks, handouts, lecture notes) and carrying out research for assignments.
- You have fewer assignments (midterms, term papers, final exams) and fewer chances to learn from mistakes.
- Students often feel anonymous and perceive that no one notices their struggles—but the difference is really that students are expected to ask for help if they need it.
- There are no re-dos—it’s really due when it’s due.
- There’s a shift from knowing the facts to deeper, more critical thinking and independent research and analysis.
- You’ll face new challenges related to your growing independence.

WHAT’S THE SYLLABUS AND WHAT DO I DO WITH IT?

The syllabus is a contract between you and your professor. It is a road map for your course, outlining important information such as course objectives, expectations, assignment information, grading policies, attendance policies, deadlines, resources, and contact information for professors and TAs. Knowing the syllabus is critical for learning how to be successful in a course. The syllabus is usually handed out on the first day of classes or posted on CourseSpaces.
MAINTAINING ACADEMIC INTEGRITY

At UVic, staff, faculty and students are responsible for treating others' scholarly work with respect. Everything you hand in must be your own work. You must acknowledge where you received your ideas, whether you are quoting your source directly or putting it into your own words.

We call this academic integrity, but you probably know it as “avoiding plagiarism” or “not cheating.”

**DON’T**

**DON’T** Don’t quote or paraphrase without proper acknowledgement.
Your name on the paper says you are the author or originator of the ideas it contains. You must show the source of any quotes and indicate when you have paraphrased others’ ideas.

**DON’T** Don’t simply list the works you used as references.
This is not sufficient at university. Alert your reader to where you have referenced other scholars’ ideas with signal phrases (i.e. As Jones 2008 argues…), quotation marks, and page references.

**DON’T** Don’t cut and paste into your essay from a source then change a couple of words here and there.
This technique leads to trouble. Instead, read your sources carefully and then put them aside. Paraphrase them without ever pasting their words into your document. Now check that your paraphrase does not quote the source.

**DON’T** Don’t release a prof’s slides on the Internet.
Course materials belong to instructors. Respect their copyright ownership.

**DON’T** Don’t release an exam on Facebook or to friends without the instructor’s permission.
Helping others to cheat on an exam means you are taking part in cheating.

**DO**

**DO** Do consult your prof or the Centre for Academic Communication (CAC) in the Learning Commons.
If you need help understanding academic integrity. If in doubt, ask your profs and the CAC tutors who are available to help you navigate academic integrity rules.

**DO** Do ask your friends to comment on essays, but make your own changes and corrections.
It’s fine to ask your peers to give you feedback, as long as they don’t make corrections!

**DO** Do discuss an assignment with friends, but write separately. Part of the experience of university is discussing ideas with classmates. Don’t miss out! Just make sure that when you write your essay, your words and arguments are your own.

**DO** Do connect with your professor or TA about what you are allowed to bring into a test or exam.
Can you bring notes into an exam? Books? A dictionary? A calculator? If in doubt, ask. Even in an exam, proctors are there to answer your questions. Learn the rules and stick to them.

At UVic, a first incident of plagiarism normally leads to a zero on an assignment and a record on your file. A second instance normally results in a failed course. Be ready to maintain academic integrity at all times. For more information, see uvic.ca/learningandteaching/students/resources/expectations.

6 | UVic New Student Handbook
UVIC LIBRARIES

UVic has three libraries: the William C. Mears Centre for Learning – McPherson Library, the Diana M. Priestly Law Library and the Curriculum Library. The libraries are where you start your research, whether you’re at home or in our buildings. Everything you want to know about our libraries can be found at uvic.ca/library.

OUR RESOURCES INCLUDE

- research assistance,
- study spaces, and
- books and journals for your studies.

PERSONAL LIBRARIAN PROGRAM

During your first year as an undergraduate student, you’ll be assigned a personal librarian, who will help you find library resources for your assignments and essays.

Learn more at uvic.ca/library/research/plp.

LEARNING COMMONS

The C. W. Lui Learning Commons, located on the main floor of the Mears Centre for Learning – McPherson Library, provides the following academic support in one location:

- research help,
- academic writing support,
- math and statistics help,
- physics help,
- library technical help,
- career services,
- academic advising,
- academic help for international students, and
- music and media resources.

CONNECT WITH UVIC LIBRARIES

uvic.ca/library

COURSESPACES

CourseSpaces is UVic’s learning management system that allows you to engage and collaborate in an online environment. You can access course information and materials, contribute to class discussions, upload assignments and participate in online quizzes.

CourseSpaces can be viewed from your mobile device, but if you are completing an activity (e.g. a quiz or an assignment), we recommended that you use a desktop computer or laptop.

You will need your NetLink ID to log in to CourseSpaces and you will be able to access your course sites once your instructors have made them available to you.

ONLINE ACADEMIC COMMUNITY (OAC)

As a student, you can create a personal blog, club or course union website, and even an e-portfolio. There is a wide variety of themes and plugins to customize your site and make it your own. Log in to the OAC at oac.uvic.ca using your NetLink ID to get started!

Need help with CourseSpaces or the OAC? Email helpdesk@uvic.ca for assistance.
ACADEMIC ADVISING

Academic advisers are available to meet with you to discuss your education and career goals. A list of program-specific centres can be found at uvic.ca/academic-advising.

ACADEMIC ADVISERS SUPPORT YOU BY

- helping you choose courses,
- helping you develop personal academic plans to ensure graduation requirements are met,
- discussing course load and academic concerns,
- providing information and support in times of need, like being put on academic probation or requesting academic concession, and
- providing resources and referrals for career, academic and personal support.

CONNECT WITH ACADEMIC ADVISING
uvic.ca/advising

USEFUL TIPS FROM YOUR ADVISERS

- Use a program-planning worksheet to plan your courses. Find your program-specific worksheet at uvic.ca/academic-advising.
- Familiarize yourself with the University Calendar (important dates, university regulations, your faculty and degree requirements and course information). Visit uvic.ca/calendar.
- Seeking assistance and asking for help can be difficult, especially when you feel like you’re not doing well academically, but we are here to assist you. Come see us as soon as you notice problems.
- Prepare a list of questions in advance to ask during your appointment with an academic adviser.
CO-OPERATIVE EDUCATION PROGRAM AND CAREER SERVICES

CO-OP PROGRAM
At UVic, learning extends beyond the classroom. Through our world-famous co-operative education program (co-op), you can alternate academic terms with paid work terms in positions related to your field of study. For most programs, you can apply for co-op beginning in second year.

THROUGH CO-OP YOU CAN
• try out different jobs in your field,
• gain relevant work experience,
• build competencies and learn how to market your skills,
• grow a network of contacts and references, and
• earn an income to help pay for tuition.

UVic offers many other opportunities to gain experience beyond co-op, including shorter, flexible work experience programs.

CONNECT WITH CO-OP
uvic.ca/coopandcareer/coop | 250-721-7628 | coopinfo@uvic.ca
Business and Economics 410

CAREER SERVICES
Our Career Services team provides you with career support. You’ll find our main office in the Campus Services Building right next to the UVic Bookstore.

THROUGH CAREER SERVICES YOU CAN
• meet with a career educator for help with your résumé, cover letter, interview prep, career exploration and work search,
• attend weekly career workshops on résumés, LinkedIn, interviewing and networking,
• attend career events and fairs that address the question, “What can you do with your degree?”
• attend employer info sessions,
• find online career resources, and
• find job postings and connect with employers at learninginmotion.uvic.ca.

CONNECT WITH CAREER SERVICES
uvic.ca/coopandcareer/career | 250-721-8421 | careers@uvic.ca
Campus Services Building 110
RESOURCE CENTRE FOR STUDENTS WITH A DISABILITY

The Resource Centre for Students with a Disability (RCSD) and its team of professional advisers, learning strategists, adaptive technology specialists and exam coordinators offers a variety of programs and services for students who have registered with the Centre and have provided appropriate medical documentation.

HAVE YOU BEEN DIAGNOSED WITH

- anxiety or depression,
- a learning disability or ADHD,
- a chronic health or medical condition, or
- any permanent disability?

If so, you may be eligible for academic accommodations, RCSD supports such as alternate texts, and grants for services and technology.

WE OFFER THE FOLLOWING SUPPLEMENTARY PROGRAMS TO HELP YOU ACHIEVE YOUR ACADEMIC GOALS

- Learning Strategist Program
- Tutoring Program
- Full Serve Note Taking Program

CONNECT WITH THE RCSD
uvic.ca/rcsd | 250-472-4947 | inforcsd@uvic.ca | Campus Services Building

OFFICE OF THE OMBUDSPERSON

The Office of the Ombudsperson is an independent and impartial resource for fairness, often acting as a bridge between students and the university. Students consult the ombudsperson on a range of academic, administrative and student life questions. A consultation is confidential.

THE OMBUDSPERSON AT UVIC CAN HELP YOU

- resolve problems constructively and fairly,
- understand your rights and responsibilities, and
- clarify and navigate policies, procedures and appeal processes.

CONNECT WITH THE OFFICE OF THE OMBUDSPERSON
uvicombudsperson.ca | 250-721-8357 | ombuddy@uvic.ca
Student Union Building B205

uvic bookstore

The UVic Bookstore carries all course materials needed for your classes with the option to purchase new, used or digital texts if available. Textbook listings are available in-store and online three weeks prior to the beginning of each term. At the beginning and end of each term, the Bookstore buys back used textbooks for up to 50 per cent of the new retail price if they are in demand.

The bookstore carries general books and a wide selection of clothing, stationery and gifts. It is home to many services including the UVic Computer Store, Blink Wide Format Printing and Finnerty Express Café.

CONNECT WITH THE UVIC BOOKSTORE
uvicbookstore.ca | 250-721-8311 | bookstore@uvic.ca | Campus Services Building
INDIGENOUS ACADEMIC AND COMMUNITY ENGAGEMENT

Indigenous Academic and Community Engagement (IACE) acknowledges and respects the Lekwungen-speaking peoples on whose traditional territory the University of Victoria resides and the Songhees, Esquimalt and WŚÁNEĆ peoples whose historical relationship with the land continues to this day.

IACE creates a welcoming, inclusive and holistic environment that supports Indigenous learners through cultural and academic programming, experiential learning, financial aid and mentorship opportunities. IACE is located at the heart of campus in the First Peoples House, built in 2009 as a home away from home for Indigenous students. Our Elders guide the work of the office and the First Peoples House. They are constant teachers, guides and supporters. IACE staff members are committed to supporting students at every step in their educational journeys and to providing a welcoming space for all students: a space where students get involved, support one another and work towards creating a caring community on campus.

IACE highly values our partnerships with local Indigenous communities and works closely with Indigenous faculty who are leading innovative research projects with, and for, communities. The office also partners with other campus units to enhance the Indigenous student experience.

We encourage you to visit our office and the First Peoples House to learn more about our programs and services.

CONNECT WITH IACE
uvic.ca/services/indigenous | 250-472-4913 | inafadm@uvic.ca | First Peoples House
INTERNATIONAL STUDENT SERVICES
International Student Services (ISS) is a centralized resource that provides services and supports for all international degree-seeking students, incoming and outgoing exchange students, visiting students and visiting research students.

INTERNATIONAL STUDENT ADVISING
Our services for international students include:
- advising on Canadian immigration documents, health insurance, housing, social insurance numbers, income tax, identification cards, banking and other non-academic issues,
- referrals to on- and off-campus resources, and
- information sessions that focus on the international student experience.

STUDENT EXCHANGE PROGRAM
Students who go on international exchange programs develop unique personal, professional and intercultural competencies. Our Student Exchange Program has partnership agreements with more than 65 partner universities in over 23 countries. Where do you want to go?

UVIC GLOBAL COMMUNITY
The UVic Global Community involves international, Indigenous and domestic students, staff and faculty working together to cultivate an inclusive and globally minded campus. UVic Global Community initiatives include:
- arrival programs and orientation events,
- UVic Global Community Facebook group,
- bi-weekly newsletter,
- Mentorship Program,
- Conversation Partners Program,
- Holiday Dinner Program,
- presentations, workshops and events, and
- volunteer and leadership opportunities.

INTERNATIONAL COMMONS
The International Commons (IC) is a welcoming space within the Learning Commons where you can study and take advantage of programs to help you succeed academically. The IC is located on the main floor of the Mearns Centre for Learning - McPherson Library.

CONNECT WITH ISS
uvic.ca/iss | 250-721-6361 | issinfo@uvic.ca | University Centre B272
STUDENT AWARDS AND FINANCIAL AID

Attending university is an exciting opportunity to invest in your future. Student Awards and Financial Aid (SAFA) is here to help you manage your investment wisely. In addition to offering scholarships, bursaries and hosting the Work Study Program, we provide information about other funding sources, expected costs and strategies for balancing your budget.

FINANCIAL RESOURCES

- Scholarships, medals and prizes are awarded to students for excellence in their academic studies.
- Bursaries are non-repayable monetary awards based on financial need and reasonable academic standing.
- Student loans and grants are available to Canadian citizens and permanent residents. BC students apply online at studentaidbc.ca. Students from other provinces/territories can find student loan applications through canlearn.ca. American citizens apply online at studentloans.gov.ca.
- The UVic Work Study Program provides part-time, paid work experience on campus for students with demonstrated financial need.

CONNECT WITH SAFA
uvic.ca/safa | 250-721-8423 | finaid@uvic.ca
University Centre A202
COUNSELLING SERVICES

Are you feeling overwhelmed? Are you stressed about managing your courses? Unsure how to meet people? Counselling Services can help. We offer professional, confidential, inclusive services to currently registered UVic students.

COUNSELLING SERVICES OFFERS INDIVIDUAL AND GROUP COUNSELLING TO HELP YOU
- improve your wellbeing,
- develop self-awareness,
- explore your academic and career options,
- increase your personal and academic resilience,
- overcome problems that are holding you back,
- address mental health concerns, and
- develop better relationships.

CONNECT WITH COUNSELLING SERVICES
uvic.ca/counselling | 250-721-8341 | counsell@uvic.ca
University Centre B270

WE OFFER AN EXTENSIVE RANGE OF GROUPS AND WORKSHOPS. TOPICS AND ISSUES COVERED MAY INCLUDE
- anxiety and stress,
- career exploration,
- depression,
- grief and loss,
- mindfulness practice,
- personal growth, and
- relationships.

Indigenous counselling is available, in which counsellors honour Indigenous knowledge, experience and healing. Indigenous counsellors treat mental health and life issues from Indigenous perspectives to relate to the diverse cultural backgrounds of students.

Individual and group counselling is also available for currently registered UVic International students.

If you have any academic or personal concerns, don’t wait until they grow into crises. Please come see us as soon as you are aware of a problem to receive the support you need.

UNIVERSITY HEALTH SERVICES

University Health Services (UHS) offers full-service primary health care for UVic students and their on-campus families. Our practitioner team includes physicians, nurses, specialists and medical office staff.

WE OFFER
- rapid-access appointments,
- acute illness and medical care,
- mental health and psychiatry services, including individual and group sessions,
- a sexual health clinic (contraception clinic, STI testing, etc.) inclusive of all genders/sexualities,
- immunization and travel advice,
- injury assessment and referral to sports medicine and allied professionals,
- counselling, treatment and harm reduction for substance use,
- health and wellness programs,
- referral to specialist services when appropriate, and
- doctor-on-call service for students (after hours, weekends and holidays).

Most services are covered by Canadian provincial or territorial health insurance plans; those that are not will be billed directly to you. UHS recognizes all Canadian provincial and territorial health care plans (with the exception of Quebec). Students with Quebec and other insurance will be billed for services and can submit UHS receipts for reimbursement from their providers.

Please note: international students and those without basic medical insurance in BC are required to apply for enrolment in the BC Medical Services Plan (MSP) upon arrival to the province. The standard waiting period for eligibility is approximately three months. During this waiting period, you are encouraged to enrol in a temporary private medical insurance plan. Aon is a trusted provider (aon.com).

CONNECT WITH UNIVERSITY HEALTH SERVICES
uvic.ca/health | 250-721-8492 | heal@uvic.ca
Petersen Health Centre
UNIVERSITY OF VICTORIA STUDENTS’ SOCIETY

The University of Victoria Students’ Society (UVSS) is a non-profit organization run by students. All undergraduate students at UVic are automatically members of the UVSS.

The UVSS Board of Directors is elected by students each spring, and five advocacy group representatives sit on the board. The UVSS provides services, advocacy and events as part of the student experience. The UVSS represents students on issues such as affordable post-secondary education, public transit, affordable housing, sexualized violence and mental health.

Get involved in the UVSS by voting in elections, attending committees or general meetings, participating in clubs and course unions and attending events. The UVSS also has a volunteer leadership program for you to get involved, gain experience and make an impact in the community.

UVSS HEALTH & DENTAL PLAN

The UVSS Health & Dental Plan provides extended health and dental coverage for students. The plan is intended to cover expenses not covered by the Medical Services Plan for BC residents (health.gov.bc.ca/msp) and other basic health care programs.

Who’s covered?

Students who are members of the UVSS and who are registered in at least three units of designated on-campus classes are automatically opted-in to the UVSS Health & Dental Plan. Co-op students and distance students registered in September or January are also automatically covered. For opt out information, visit studentcare.ca.

Who can I speak to about my plan?

For information regarding the UVSS Health & Dental Plan, go to studentcare.ca or call the Student Care Member Services Centre at 1-877-789-8714.

STUDENT UNION BUILDING (SUB)

The SUB is home to a wide array of services and businesses, including

- Five advocacy groups (the Native Students Union, UVic Pride, The Third Space, Students of Colour Collective, and Society for Students with a Disability)
- CFUV 101.9 FM (the campus radio station)
- The Martlet (UVic’s independent newspaper)
- The Anti-Violence Project (an on-campus sexual assault support centre)
- Vertigo Student Lounge
- Food Bank & Free Store
- Student-run businesses
  - Food and beverage outlets
  - Felicita’s Campus Pub
  - Cinecenta movie theatre
  - Zap Copy (low-cost printing)
  - SUBText (second-hand textbooks)

Additionally, the UVSS hosts private businesses, including a dental office, pharmacy, post office, hair studio, travel agency and chiropractor.

The Native Students Union (NSU)
nsu@uvicnsu.ca | SUB B023

The Society for Students with a Disability (SSD)
uvicssd@uvic.ca | SUB B111

The UVic Pride Collective
pride@uvic.ca | SUB B010

The Students of Colour Collective (SOCC)
socc@uvss.ca | SUB B020

The Third Space
thirdspace@uvic.ca | SUB107

CLUBS AND COURSE UNIONS

There are over 200 clubs on campus dedicated to recreational activities and environmental, cultural, political and religious causes. Clubs are free to join and are open to all students. There are also over 40 different course unions that represent UVic’s academic departments. Course unions plan academic events and social activities related to their area of study.

Come check out all of the clubs and course unions offered through the UVSS at Clubs and Course Union Days in the SUB, held at the beginning of each term. You can find a list of all current clubs and course unions at uvss.ca.
RESIDENCE SERVICES

Residence Services offers drop-in and registered programs for all UVic students. The Residence Resource Hub is a shared space that connects students to centralized academic, wellness, and social programs and resources. The Hub consists of many spaces located in residence buildings, accessible to all UVic students, including the Health and Wellness Center (Sanderson 102) and the Academic Resource Centers (Hodges 102 & 104).

Programs include:
- discipline-specific support (math & statistics, science),
- leadership development workshops facilitated by campus partners,
- meditation practice,
- Counselling Services workshop series, and
- Health Services groups.

Check out our website for a detailed schedule of program offerings.

TIPS FOR LIVING IN RESIDENCE

1. Get to know your Community Leader – they’re here to help make your residence experience awesome and to support you!
2. Get involved in activities hosted by your residence community or suggest an event of your own! Yoga in the lounge, anyone?
3. Want to be good with names? After you’re introduced to someone, use their name 3 times in your first conversation – it will really help you remember!

CONNECT WITH RESIDENCE SERVICES
uvic.ca/residence | 250-721-8395 | housing@uvic.ca
Craigdarroch Office Building

UNIVERSITY FOOD SERVICES

University Food Services (UNFS) operates 13 food outlets on campus, including three residential dining facilities, eight retail venues and two campus convenience stores. Meals are freshly prepared in-house using local ingredients, local suppliers and sustainably-grown foods whenever possible.

UNFS has a registered dietitian on staff, providing resources such as one-on-one counselling, campus tours, group presentations, cooking tips and recipes. Our website has a dedicated “Smart Eating” section that provides resources for students.

We partner with the BC government on the Informed Dining program, a voluntary nutrition information program that provides nutrition information for all standard menu items at or before the point of purchase. We strive to provide ingredient and allergen information for all of our products. We also partner with Food Allergy Canada to minimize the risk of allergic reactions by leading ongoing staff training and in menu and process development.

UNFS is committed to providing the best possible value and service to our students. If you’re interested in contacting our dietitian or sharing ideas for menus and dining on campus, please contact UNFS directly at eat@uvic.ca.

CONNECT WITH UNIVERSITY FOOD SERVICES
uvic.ca/food | 250-472-4777 | eat@uvic.ca
Carroll Residence Building
VIKES ATHLETICS AND RECREATION

VIKES ATHLETICS

Show your blue and gold spirit by cheering on the Vikes! With 77 Canadian university national titles in our history, the Vikes Athletics varsity program takes pride in being one of the best in Canada. All regular season games are free for students. There are events almost every weekend, with 16 varsity teams competing in

- basketball,
- soccer,
- rugby,
- field hockey,
- cross country and track,
- golf,
- rowing, and
- swimming.

The Vikes are committed to excellence, allowing you to watch tomorrow’s international stars right in your backyard.

CONNECT WITH VIKES ATHLETICS
Instagram and Facebook @UVicVikes | govikesgo.com | 250-472-4000 | CARSA

CENTRE FOR ATHLETICS, RECREATION AND SPECIAL ABILITIES (CARSA)

CARSA is a state-of-the-art recreation and athletics facility that conveniently brings UVic athletics and recreation services to the heart of campus.

CARSA offers more than 190,000 sq. ft. (that’s the equivalent of three football fields) of space for active, healthy living—there’s so much waiting for you to discover.

- Get fit and stay active in our fully equipped, two-storey fitness and weight-training space.
- Visit the Peninsula Co-op Climbing Centre where you can test your limits on the towering, 16-metre climbing wall or learn the basics of bouldering.
- Get your game face on in our enormous indoor field house with space for a variety of drop-in sports including basketball, floor hockey and volleyball.
- Visit our dance studio where you can try one of our many excellent dance programs.
- Get sweaty in our dedicated yoga, TRX, spin or movement studios.
- Play in one of our brand new squash and racquetball courts.
- Keep your body moving with the help of our sports injury clinic—available to UVic students.

Get fit, socialize, make new friends and engage in healthy competition. You can do it all in one place: CARSA!

VIKES RECREATION

Vikes Athletics and Recreation is your campus starting point for leading an active, healthy life. We provide programming designed to meet the needs of students, including a variety of group fitness classes like spin and kickboxing, mind-body classes like yoga and Pilates and informal and drop-in recreation opportunities all year long.

MEMBERSHIP AND PROGRAMS

In most cases, your Athletics and Recreation fees are included in your student fees, which includes access to regular season varsity games, McKinnon Pool, Ian Stewart Complex ice rink and CARSA squash and racquetball courts during scheduled recreational hours. You also receive member rates on registered programs, such as TRX, zumba and Vikes intramurals, as well as reduced rates and rental of equipment from the Outdoor Recreation Resource Centre.

There are three additional levels of membership available for purchase that can give you access to the CARSA Fitness Weight Centre, Peninsula Co-op Climbing Centre and group fitness classes.

VIKES RECREATION PROGRAMS AND SERVICES INCLUDE

- aquatics,
- health and fitness,
- intramurals,
- recreation classes including dance, martial arts and racquet sports,
- Vikes Recreation Sports Clubs, and
- drop-in and informal recreation.

Visit us in person at the CARSA Membership Services Desk or online.

CONNECT WITH VIKES RECREATION
vikesrec.ca | 250-472-4000 | vikesrec@uvic.ca | CARSA

Look out for “Thunder,” the official Vikes mascot leading Vikes Nation at over 50 events per year!
**UVIC MULTIFAITH SERVICES**

Multifaith Chaplains Services provides religious and spiritual support for students and staff of UVic.

**MULTIFAITH SERVICES OFFERS:**
- pastoral counselling and personal counselling using spiritual wisdom and faith perspectives for coping, healing and reconciliation,
- prayer and meditation groups,
- learning circles and religious education,
- retreats, workshops and religious/spiritual services, and
- facilitation of rites of passage, including weddings, funerals and memorial services.

**UVIC MULTIFAITH CENTRE**

Students are welcome to come to the centre to chat, rest between classes or to enjoy quiet time. You are also welcome to set up an appointment with a chaplain. Each chaplain’s bio and office hours can be found in the Faith Groups link on the website.

**CONNECT WITH UVIC MULTIFAITH SERVICES**

uvic.ca/multifaith | 250-721-8338 | chaplain@uvic.ca

**Interfaith Chapel**

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**CAMPUS SECURITY**

The goal of Campus Security is to provide a safe and welcoming environment to our students, staff, faculty and visitors 24 hours a day.

**CAMPUS SECURITY SAFETY PROGRAMS**

**Campus Alone:** Studying or working alone in the evening or on weekends? Let Campus Security know your location then receive a check-in to ensure your safety.

**Direct Dial Phones:** Public phones located around campus are equipped with emergency buttons that immediately connect to Campus Security.

**Medical Response:** Security officers are first responders trained to handle all medical emergencies.

**Safehaven:** An area inside the front door of our building that you can access after-hours to speak with our staff or make a telephone call.

**SafeWalk:** If you feel uncomfortable walking alone on campus, call SafeWalk, and we’ll send an escort to accompany you to your on-campus destination at any time of the day or night.

**ADDITIONAL CAMPUS SECURITY SERVICES INCLUDE**
- locker rental,
- lost and found,
- parking, and
- security engraving.

**CONNECT WITH CAMPUS SECURITY**

uvic.ca/security | 250-721-6683 | Campus Security Building
SUSTAINABILITY

TOP 3 TIPS FOR GOING GREEN

1. Carry your own coffee mug and water bottle.
2. Turn off your lights when you leave your room, classroom or study space.
3. Rethink your need to print. Double side it.

STAY UP TO DATE
Sign up for the Sustainability @ UVic newsletter. You’ll receive an email detailing sustainability information, events and initiatives at UVic. Sign up at uvic.ca/sustainability.

RESIDENCE GREEN TEAM
Looking to make UVic and Residence more sustainable? Get involved with the Res Green Team. The Green Team has its roots in the Sustainability Living Learning Community, which is located in the South Tower residence building, but it’s open to students from all residences.

Through the Res Green Team, you will
- gain access to campus sustainability volunteering opportunities,
- create a group initiative,
- receive a personalized Green Team t-shirt,
- receive access to training in sustainability, and
- receive a reference letter upon completing your commitments to the program.

UVIC SUSTAINABILITY PROJECT (UVSP)
The UVic Sustainability Project is a student group dedicated to building a sustainable campus and community. We promote leadership through sustainable projects and actions.

The UVSP supports projects and groups on and off campus. Our core projects include
- Love My Mug Campaign,
- making UVic a fair-trade campus,
- one communal UVSP garden plot,
- compost and special recycling waste streams, and
- water conservation and sustainable lifestyle tips.

CONNECT WITH THE UVSP
uvsp.uvic.ca | sustainability@uvic.ca | Student Union Building Room B118

UVIC CAMPUS BIKE CENTRE
The Campus Bike Centre is UVic’s cycling HUB - open 24 hours a day, 7 days a week. The entrance is located at ground level of the University Centre.

The Campus Bike Centre supports
- 234 covered bike parking spots,
- bike racks (horizontal and vertical),
- bike and gear lockers,
- self-service repair kiosk (a.k.a. the “bike kitchen”),
- pressurized air hose, and
- electric bike charger.

SPOKES
The SPOKES Program gives new life to old bicycles. SPOKES combines recycling with cycling and offers refurbished bicycle rentals, loans and sales to UVic students. Students are encouraged to drop by the Campus Bike Centre to see what is available. SPOKES also sells safety gear like lights, helmets and reflectors at great prices and has an array of print resources including route maps.

Do you want to make a difference and meet great people? SPOKES is always seeking out competent volunteer bike mechanics to help us transform trash into treasure. Volunteering is a great way to get your hands dirty and make a visible contribution to the campus community.

CONNECT WITH SPOKES
uvic.ca/sustainability | spokes@uvic.ca
OFFICE OF
STUDENT LIFE

The Office of Student Life (OSL) enhances safety and inclusivity within UVic’s campus community. The OSL proactively addresses key issues impacting the student experience at UVic such as
- student mental health,
- sexualized violence awareness and prevention,
- responding to non-academic student misconduct allegations, and
- coordinating supports for high-risk student issues.

The OSL works with the university community to implement initiatives such as the Bystander Intervention Training Program and the Student Life Leadership Program to support students in taking an active role on campus on issues important to students.

STUDENT LIFE LEADERSHIP PROGRAM

This program includes two volunteer streams: student mental health and consent and healthy relationships. As a volunteer with these programs, you’ll create and implement events that contribute to a positive, safe and supportive campus community.

BYSTANDER INTERVENTION TRAINING PROGRAM: BRINGING IN THE BYSTANDER

This free workshop will equip you with the skills and awareness to recognize and safely intervene in situations that might lead to sexualized violence.

CONNECT WITH THE OSL
uvic.ca/studentlife | 250-472-5617 | studentlife@uvic.ca
University Centre B202

CAMPUS COMMUNITY GARDEN

The Campus Community Garden at UVic is a collaborative project between students, staff and faculty that promotes local and organic food production, community building and education. We have 90 plots including individual gardens, communal Giving Gardens for volunteers and the UVSS Food Bank, and plots for advocacy groups and classes.

Our aim is to provide a space on campus for sustainable urban agriculture where members can foster good food growth practices and access fresh vegetables. We work under an organic gardening model without the use of pesticides, and we support the local ecology by raising native plants and pollinators.

CONNECT WITH THE CAMPUS COMMUNITY GARDEN
web.uvic.ca/~ccgarden
ccgarden@uvic.ca
2100 McKenzie Avenue (garden)
Student Union Building B118 (office)
STUDENT SUPPORT
EMERGENCY PROCEDURES
Although major emergencies on campus are unlikely, it’s a good idea to be prepared. Sign up for the UVic Emergency Alerts at uvic.ca/alerts to receive important information during an emergency. At the time of an emergency, check uvic.ca for information.

EARTHQUAKE
Drop, cover and hold on. Do not leave the building until the shaking stops. Go to the playing fields behind CARSA and stay away from buildings.

FIRE
Pull the alarm and get out of the building. Follow the instructions of emergency coordinators wearing safety vests.

MEDICAL EMERGENCY
Call 9-1-1 and Campus Security (250-721-7599). Give your location.

THREAT OF VIOLENCE
Protect yourself by removing yourself from the situation. Take action as a last resort. If you see something, say something. Call the Campus Security emergency line at 250-721-7599 to report an emergency, unusual behaviour or personal safety concern.

For more emergency preparedness tips, visit uvic.ca/services/emergency.

SAFETY TIPS
We encourage you to be proactive about your safety. Here are a few tips to help you stay safe during your time at UVic.

1. Familiarize yourself with the Campus Security services like the Campus Alone and Safewalk programs.
2. Locate the red and white direct-dial phones around campus. These will connect you immediately to Campus Security.
3. Know what constitutes sexual assault and how to prevent it. Educate yourself and take part in on-campus sexual assault awareness activities. See “Preventing sexualized violence” in the Student Support section of this handbook.
4. Never leave your valuables unattended.
5. Always lock your vehicle or bike and take valuables with you. Campus Security offers free bike engraving and registration.
6. Sign up for UVic Emergency Alerts at uvic.ca/alerts.
7. Take safety precautions for off-campus living; test smoke detectors, identify safe exit routes and locate fire extinguishers. Prepare emergency procedures for your home.
8. Stay alert while walking or running.
9. In addition to Campus Security, there are several other campus services available to help ensure your safety. These include the Office of Student Life, Counselling Services, Health Services and the Equity and Human Rights Office.
MENTAL HEALTH AND WELL-BEING

Your mental health and well-being is a priority at UVic. As a new student, you’re joining a strong community that cares about you and wants to help you succeed and thrive. Making use of the numerous supports on campus can improve your mental health and well-being.

University is a time when you will likely experience significant personal change. The 18 to 25 age range is when many mental health illnesses first occur and are diagnosed. Starting university may make you feel anxious or stressed, but there are things you can do to make this transition easier.

10 TIPS FOR MENTAL HEALTH AND WELL-BEING

1. Connect with supports and resources early to help you manage stress and your health. Students who access supports are more likely to enjoy their experiences and reach their academic and personal potentials.

2. Build a strong social network and get involved in campus life. Join one of the clubs, course unions, intramurals or other student groups on campus.

3. Set up an appointment with an academic adviser to discuss your course load and academic plans.

4. Attend support groups or individual counselling sessions with UVic Counselling Services.

5. Set up an appointment with University Health Services to discuss your overall health with a physician, who can provide referrals to other health services as needed.

6. Get involved with Res Life programs and events if you are living in residence.

7. Exercise to reduce stress and improve your mental health. Stay active and make use of UVic’s recreation facilities. Sign up for a Vikes fitness or recreation class, or join a Vikes Sport Club.

8. If you have an existing mental health condition, contact the Resource Centre for Students with a Disability to make an appointment to receive advice and request academic supports.

9. Pay attention to signs of distress. If you notice changes in yourself (e.g., sleep problems, excessive substance use, difficulty concentrating, social isolation or emotional difficulties), get help early. Consider making an appointment with UVic Counselling or Health Services to discuss these concerns.

10. Seek assistance early, identify your needs and reach out to the resources and support systems available to you.

For more information and mental health resources, visit uvic.ca/mentalhealth.

The Vancouver Island Crisis Line (1-888-494-3888) provides support for people in emotional distress and connection to emergency mental health services.

For wellness tips, advice from fellow students and updates on mental health events on campus, visit facebook.com/studentmentalhealth and the UVic Student Mental Health blog at onlineacademiccommunity.uvic.ca/studentmentalhealth.
HEALTHY ALCOHOL USE

Uvic is committed to fostering a safe and respectful community that promotes the healthy use of alcohol. Healthy and moderate alcohol use is important to building a successful university experience. We encourage you to be thoughtful about how you drink and to learn about campus and community resources that can help you develop a healthy relationship with alcohol.

TIPS FOR SAFER DRINKING

- Drink slowly—alternate each drink with water or other non-alcoholic beverages.
- Avoid mixing alcohol with drugs, medication or energy drinks.
- Set your own pace and limit—do not try to compete or keep up with others.
- Eat while you are drinking. Food reduces the speed at which your body absorbs alcohol.
- Pour your own drinks. If you leave your drink unattended, get a new one.
- Know the strength of your alcohol—check the alcohol percentage.
- Stay in the company of trusted friends.
- Always avoid binge drinking (drinking a large amount of alcohol in a short time).
- Plan to have a safe way to get home or a safe place to stay.

REGARDLESS OF HOW YOU FEEL, YOU SHOULD ALWAYS STOP DRINKING IF

- you don’t want to drink,
- you feel uncomfortable or vulnerable,
- you do not have friends with you who can watch out for you,
- you are nauseous, vomiting or about to pass out,
- you do not have a safe place to stay or way to get home.

ALCOHOL USE MYTHS AND FACTS

<table>
<thead>
<tr>
<th>MYTH</th>
<th>FACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>If a person suffering from alcohol poisoning vomits, they’re fine and can sleep it off.</td>
<td>While the body may have rid itself of some undigested alcohol, they are still in danger of choking on vomit, losing consciousness or cardiac arrest. Never assume someone can sleep it off.</td>
</tr>
<tr>
<td>Cold showers, fresh air or a hot coffee help sober a person.</td>
<td>Only time will remove alcohol from the system. It takes the body at least one hour to eliminate the alcohol in one drink.</td>
</tr>
<tr>
<td>Alcohol gives you energy.</td>
<td>Actually, it’s the opposite. Alcohol is a depressant and slows down your ability to think, speak and move. Even at low levels, it affects your perception, coordination and judgment long before any physical signs of impairment occur.</td>
</tr>
<tr>
<td>The worst thing that can happen when you drink too much is ending up with a really bad hangover.</td>
<td>If you drink a lot of alcohol quickly, it can build up in your body and lead to alcohol poisoning. You’re also more prone to making risky choices or getting injured.</td>
</tr>
<tr>
<td>It’s none of my business if a friend is drinking too much.</td>
<td>If you’re a real friend, it is your business. You can’t make them change, but you can be honest. You might even help them decide to get assistance.</td>
</tr>
</tbody>
</table>

If you suspect that you or a friend is struggling with an alcohol use disorder, consider visiting Health Services or Counselling Services.

If you want to develop a healthy approach to alcohol, avoid binge drinking and focus instead on enjoying smaller quantities of alcohol over a longer period of time. Due to the potential harms to yourself and those around you, binge drinking is strictly prohibited on campus.

The university provides students with access to eCheckUp to Go, an online tool that gives accurate and personalized feedback on drinking patterns, risks and helpful information. This resource can be found at uvic.ca/echeckup.
The Sexualized Violence Prevention and Response Policy clearly sets out that sexualized violence is unacceptable at UVic.

Sexualized violence is any non-consensual, unwanted, attempted, actual or threatened act or behavior that is carried out through sexual means or by targeting a person's sex, sexual identity or gender identity or expression. This act or behaviour may be physical (e.g., oral sex or intercourse) or non-physical (e.g., intimidation, verbal pressure, cat calling, etc.).

Sexualized violence can include sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and/or the distribution of a sexually explicit photograph or video without the consent of the person or persons featured in the photograph or video.

CONSENT

Consent is the voluntary agreement to engage in physical contact or sexual activity and to continue to engage in the contact or activity. Consent means that all persons involved demonstrate, through words or actions, that they freely and mutually agree to participate in the contact or activity.

Components of consent

- Consent must be given at the outset and at all stages of physical contact or sexual activity; it is the responsibility of the initiator to obtain ongoing consent.
- Consent can be withdrawn at any time by any participant.
- Someone who is incapacitated cannot consent.
- There is no consent where one person abuses a position of trust, power, or authority over another person.
- Past consent does not imply future consent.
- A person cannot give consent on behalf of another person.
- Silence or the absence of "no" is not consent.
- The absence of perceived resistance is not consent.
- There is no consent when there is coercion, force, threats, or intimidation towards any person, or where there is fraud or withholding of critical information that could affect a person’s decision to consent.

How to engage in consensual sex

Ask: Ask your partner if they are willing
Listen: Listen to what your partner has to say
Respect: Respect their answer, no matter what

For more information on sexualized violence and upcoming workshops, training and other events, visit uvic.ca/consent.
STUDENT CONDUCT

UVic is committed to maintaining a safe and respectful learning and living environment. As part of the university community, you are responsible for your personal conduct as it affects other community members and the university’s activities and property. All students are required to comply with university academic and non-academic policies and have an obligation to act in a respectful, safe and responsible manner.

Examples of non-academic student misconduct include, but are not limited to, any of the following behaviours occurring on university property or in connection to an off-campus university activity

- highly disruptive behaviour,
- theft or vandalism,
- health and safety risks,
- verbal or written threats,
- illegal or high-risk drug or alcohol use, and
- physical violence.

The Office of Student Life works directly with the university community to help resolve non-academic student conduct concerns. More information on conduct expectations for students can be found at uvic.ca/studentlife.

To report a conduct concern, visit uvic.ca/studentlife to submit a Non-Academic Misconduct Incident Report Form.

LIVING OFF-CAMPUS

UVic encourages you to foster positive relationships with the residents in your neighbourhood and to understand your rights and responsibilities as a community member.

TIPS ON BEING A GOOD COMMUNITY MEMBER

- Get to know your neighbours. Knowing your neighbours will help you to better understand each other in case any issues arise. Introduce yourself and respond respectfully.
- Rental Agreements. Both tenants and landlords have specific rights and responsibilities. Be familiar with the rights and obligations contained in your rental agreement.
- Be considerate. Think about how your actions impact your neighbours’ lives.
- Be mindful of the safety of your community. Consider ways in which you can maintain the safety of your home by familiarizing yourself with local safety standards and procedures.
- Know your neighbourhood rules. It is important to become familiar with your rights and responsibilities as a citizen and with various local laws.

For information on the community standards of additional Greater Victoria municipalities, visit the Capital Regional District website at crd.bc.ca.
It's not complicated… You've got enough going on without having to worry about getting around town. BC Transit has made taking the bus a breeze.

You have your U-PASS – which is built right into your ONECard – so you’re good to go for unlimited travel while you’re studying at UVic. Most buses service the UVic transit exchange, located by the bookstore and next to the SUB. The buses run 365 days a year from 6:00 a.m. to midnight on most days.

### BUS ROUTES TO UVIC

<table>
<thead>
<tr>
<th>Route</th>
<th>Description</th>
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<tbody>
<tr>
<td>4</td>
<td>UVic/Downtown via Douglas, Hillside and Henderson</td>
</tr>
<tr>
<td>7</td>
<td>UVic/Downtown via Fairfield, Foul Bay and Henderson</td>
</tr>
<tr>
<td>11</td>
<td>UVic/Tillicum Mall via Gorge, Douglas, Fort, Cadboro Bay and Uplands</td>
</tr>
<tr>
<td>12</td>
<td>University Heights via Cedar Hill, Kenmore, San Juan and Arbutus</td>
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<tr>
<td>13</td>
<td>Ten Mile Point via Sinclair, Cadboro Bay</td>
</tr>
<tr>
<td>14</td>
<td>UVic/Vic General via Helmcken, Craigflower, Douglas, Fort and Richmond</td>
</tr>
<tr>
<td>15</td>
<td>UVic/Downtown/Esquimalt Express (limited stops) via Esquimalt, Fort and Foul Bay</td>
</tr>
<tr>
<td>16</td>
<td>UVic/Uptown Express (limited stops) via McKenzie (Weekdays only)</td>
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<tr>
<td>17</td>
<td>UVic/Cedar Hill via Quadra and McKenzie (September to June, AM only)</td>
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<tr>
<td>18</td>
<td>UVic/Dockyard via Esquimalt, Lampson, Tillicum, Saanich and McKenzie</td>
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<tr>
<td>19</td>
<td>UVic/Westhills via McKenzie, Shelbourne, Royal Oak to Western Exchange and Westhills Exchange</td>
</tr>
<tr>
<td>20</td>
<td>UVic/Langford between UVic and Western Communities via McKenzie, Trans Canada Hwy and Island Hwy (Limited Service)</td>
</tr>
<tr>
<td>21</td>
<td>UVic/Swartz Bay – Seasonal Express service between UVic and Swartz Bay Ferry Terminal (September to April – Friday service to Swartz Bay only, Sunday service to UVic only)</td>
</tr>
</tbody>
</table>

BC Transit offers special trips for students travelling to Vancouver for the weekend. The bus leaves UVic to Swartz Bay on Friday and returns from Swartz Bay to UVic on Sunday. Visit the online trip planner or call transit info at 250-382-6161.

bctransit.com | transit info 250-382-6161
University of Victoria
@UVicCampusLife
Photography: UVic Photo Services, Brian Van Wyk, APShutter.com, Berkley Vopnfjord, Anti-Violence Project, Office of Student Life, Campus Community Gardens, Co-operative Education Program and Career Services