



**Ryerson,
Centennial, George
Brown
Collaborative
Nursing Degree
Program
George Brown Site**



24 June 2011

To all Members of the Class of 2015

Welcome to the Collaborative Nursing Degree Program at George Brown. We hope you are enjoying your summer and would like to take this opportunity to update you on some of the activities and events which you should be aware of prior to the start of classes at George Brown College in September.

Orientation

Students and faculty have organized a fun and informative orientation for incoming students. Your orientation has two (2) components:

Part One -- BScN Program, School of Nursing:

The BScN Program orientation will take place from **8:00 AM – 10:30 AM** on **Tuesday, August 30, 2011** at **George Brown College, St. James Campus, at 200 King Street East**. At this time you will be provided with:

- information regarding the Collaborative BScN Program;
- an opportunity to meet people who will play a very important role in your next four (4) years of education;
- an opportunity to meet a representative from the Toronto Police Services who will answer your questions about the vulnerable sector police check which is a mandatory requirement for all BScN students prior to your clinical placements;
- an opportunity to meet and ask questions of faculty and of students in the second year of the program;

The Welcome/ Short Program will be held from **8:00 to 10:30 AM** in room #128 on the lower level of the main building. Registration will take place from 7:30 - 8:00 AM. A second year student will meet you following this orientation to take you over to the **Government/Kool Haus** for Part Two.

Part Two -- Centre for Health Sciences:

The Centre for Health Sciences orientation will take place from **10:30 AM to 2:00 PM** on **Tuesday, August 30, 2011** at **Government/Kool Haus, 132 Queen's Quay**. This will

include a BBQ lunch across the street close to the new campus that you will be attending in second year.

If you have any questions or need clarification about any of the information in this letter, please bring it to orientation on August 30 and ask one of the professors or second year students who will be available to help you.

Clinical Pre-Placement Health Requirements

*****Please read this section carefully. The information here is very important as it will affect your ability to enter into your first clinical placement. *****

You have to complete the Practice Record Requirement (PRR) Form Health Requirements and submit these documents to Paramed, the College's Registered Nurse provider on or before November 1, 2011. There is a \$50.00 late fee for not completing it on time.

You should begin this process immediately upon acceptance into the program as it can take 8 – 12 weeks to complete. Past students have had difficulties with getting the required tests, immunizations, etc. completed on time so you are **strongly** advised to start the process immediately. You will need to provide the following:

- Completed Practice Record Requirement (PRR) Form (all sections must be completed... check to be sure that absolutely every square is filled in);
- Proof of current Ontario CPR level Health Care Provider (HCP) certification;
- Completed and current Vulnerable Sector Police Check. In order to avoid the \$50.00 dollar fine, you must apply for your police check prior to **September 20, 2011** and keep a copy of your police check payment receipt and application form as proof of application.
- For more information, please check the website at www.georgebrown.ca/preplacement Please note that the program code for the BScN program is S118.
- Should you have any questions on the PRR form, please contact Suzette Martinuzzi, Clinical Pre-placement Coordinator at (416) 415-5000 ext. 3415 or you can email their office at coffice@georgebrown.ca

You are also urged to purchase a watch with a 2nd hand, which will be necessary in completing many of your assessment tasks, such as assessing pulse and respirations.

The table on the following pages contains all of the information you need to access the required documents from the School of Nursing websites. Please follow the instructions carefully and make sure that you have all of the required information.

Student Success at George Brown

Be Successful; Participate in the Student Success Program

When you register on-line for your classes there will be one hour added to your time table which will not appear on Stu-View or when you print your schedule. The hour is for First Year Learning Teams (FLT)s, which have been established by the George Brown BScN program for first year students to enhance your experience and success in the program. The days and times for students registered in section A or B and those students registered in section C or D to attend FLT)s will be announced at orientation on August 20, 2011. There will also be an Anatomy Learning Group that will meet weekly and weekly Clinical Assisted Learning sessions available to support you during your first year.

Important Dates and Deadlines

The table below contains additional important information that students generally have questions about. Because we are a Collaborative Program, it is often confusing for students as they are not sure whether to follow George Brown or Ryerson practices. We have attempted to clarify this for you in the following table. We have included **deadlines** where they apply, in order that you do not miss them.

We look forward to meeting you at orientation and working with you in the forth coming year. Have a relaxing, fun summer.

Best regards,

Collaborative Nursing Faculty, Year 1, George Brown College Site

Important Information, Dates, and Deadlines

Important Information	Important Dates / Deadlines	At George Brown College (GBC) Where to Find Information
Confirm your offer of admission	July 5, 2011	Tuition deposit of \$1000.00 is due Tuesday, July 5, 2011 paid to Ryerson [by bank deposit or transfer on-line to a payee; Ryerson does not accept credit card payment] Ryerson Fees and Financial Information http://www.ryerson.ca/calendar/2011-2012/pg109.html Applying to Ryerson, Approved Student Information http://www.ryerson.ca/undergraduate/admission/apply/approved/index.html#reserve
Web registration for September 2011 (Fall Semester) starts.	July 18, 2011	STU-VIEW http://stuvview.georgebrown.ca/ Check STU-VIEW for staggered registration periods to see when you can start to register.

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Transfer Credits	August 5 2011	<p>Completed through Ryerson.</p> <p>The final date for new students to apply for Transfer Credit for the start of the Fall 2011/Winter 2012 academic year is Friday August, 5, 2011. After this date no applications will be assessed for courses starting in the Fall 2011 term. Applications received after this date will be assessed for courses that start in the Winter 2012 term.</p> <p>Transfer Credit information can be found at the following link: http://www.ryerson.ca/about/registrar/curriculumadvising/transfercredits/ On this page, under the 'Related Links' section, there are a number of links to information regarding transfer credit applications. You should be able to find any information you need here, including the actual transfer credit application forms.</p> <p>Once you receive a transfer credit PRINT the RAMSS report and take it to Suran Mercer (Student Service Officer, BScN Program) at the GBC 7th floor Nursing Reception desk. She will complete a "Student Action Form" which you must sign. The action form will be reviewed by the Academic Advisor and the course will be dropped from your timetable if all is in order.</p>
Financial Assistance – Any students applying for OSAP will apply ONLY at George Brown College... NOT Ryerson!!		<p>Application to OSAP, the Ontario Student Assistance Program</p> <p><u>Please note that for the first two years of your program you are a George Brown College student and your OSAP application is completed for and directed to George Brown College.</u></p> <p>Students applying for OSAP will do so via the following link: https://osap.gov.on.ca/OSAPPortal</p> <p>Please direct all questions regarding OSAP or other financial matters during your first two years to the Financial Assistance Office located in the Student Service Centre on the lower level of the main building of St. James Campus. For more information see go to the GBC Registrar's Office Website - Financial Assistance: http://www.georgebrown.ca/financialaid/index.aspx</p>
BScN Online Learning Community	August 20, 2011	<p>Starting August 20, 2011, you can join a BScN Facebook group to connect with other first-year students and talk to a BScN Peer Leader, a BScN Professor, and a Student Success Specialist who can answer your questions about the program and the College. Through this group, we'll be keeping you informed about useful resources and strategies that can help you to save time and give you an academic edge!</p> <p>To Register: Go to: www.facebook.com Search for <i>GBC BScN - class of 2015</i> Request to join</p>

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Smart Start Seminars for New Students	Seminars are scheduled for August 23, 24, & 25, 2011	George Brown wants to help you get the most out of your time at college. That's why we put together a lineup of practical workshops that give you a head start on success. Register early at: http://www.georgebrown.ca/saffairs/
Orientation	August 30, 2011	8:00 AM-10:30 AM <u>School of Nursing, BScN Orientation</u> at St. James Campus, Room #128, 200 King St E 10:30 AM – 2:00 PM: Centre for Health Sciences Orientation at Government/Kool Haus, 132 Queen's Quay [see agenda in your welcome package].
Clinical Pre-Placement Health Requirements Clinical Pre-Placement Health Requirements (continued from previous page)	Due Date is November 1, 2011 Late fee = \$50.00	You should begin this process <i>immediately</i> upon acceptance into the program as it can take 8 – 12 weeks to complete The pre-placement health form that you need is found at: www.georgebrown.ca/preplacement Once you've read the information on this site, go to the gray bar, left column on the page to the area labeled " <i>Pre-Placement Health form by Full Time Programs</i> " Then go down and click on <i>School of Nursing</i> . Your program is S118 NUR BScN First Year Students . Click on the link to find your Practice Requirements Record Form . You should print this form and bring it to your doctor as soon as possible to get started on obtaining the required information. This page contains a number of links under 'Critical Documents', where you will find the following: 1. A PDF file titled: " <i>Medical Requirements, Policy and Procedures</i> ", which outlines in detail each component of the clinical pre-placement health form. Please read it carefully as it will help you in completing your requirements. 2. Applications needed for you to obtain your Vulnerable Sector Police Record Check. When obtaining these documents, be reminded that your program code is S118 (BScN). 3. Information on Mask Fit testing 4. Information on the requirements for First Aid & CPR. As a BScN student, you need to obtain certification in Standard First Aid and BCLS/CPR level HCP. <i>Make sure you verify with the provider that you will obtain Health Care Provider (HCP) level certification. You will have to take the course over again if you get the wrong certification, which will cost more time & money.</i> <i>Students who do not meet these pre-placement requirements for practice / lab (as described in the Ryerson, Centennial, George Brown Collaborative Nursing Degree Program, Student Handbook 2011-2012) will not be permitted into clinical placement and will be subject to concomitant academic penalties.</i>

Important Information	Important Dates / Deadlines	At George Brown College (GBC) Where to Find Information
School of Nursing Web Site		<p>http://www.georgebrown.ca/nursing/</p> <p>From the School of Nursing website, you are able to access the following information:</p> <ol style="list-style-type: none"> 1. <u>Textbook Requirements & Course Outlines</u> <ul style="list-style-type: none"> ➤ Click on S118 in the blue bar on the left hand side of the screen ➤ Scroll down to YEAR 1 COLLABORATIVE BACHELOR OF SCIENCE IN NURSING (BScN) ➤ Links for textbooks and course outlines can be found here, which you will access using the following information: User Name - nursing1 Password - gbcbscn1 2. <u>Collaborative BScN Student Handbook – George Brown Site</u> <ul style="list-style-type: none"> ➤ Click on S118 in the blue bar on the left hand side of the screen ➤ Scroll down to GENERAL INFORMATION for ALL BScN Students ➤ Link for the handbook can be found here. You will need to use the same User Name and Password listed above.
Academic Advisor – BScN Program		<p>Sarah Evans Academic Advisor for the BScN program (416-415-5000 ext 6677 or sevans@georgebrown.ca)</p> <p>Office is room # 709 located on the 7th floor adjacent to the reception desk.</p>
School of Nursing -- 7 th floor reception desk		<p>School of Nursing Office Hours Monday to Friday 8:00 am to 4:00 pm</p> <p>Suran Mercer [Student Service Officer, BScN Program] 416-415-5000 ext. 3965; email smercerc@georgebrown.ca</p>
GBC Student Email – a MUST!!		<p>Every full-time George Brown student will receive their own college e-mail account, available anywhere using a web browser. Only this email account is to be used for communication with faculty. Your new George Brown College account is the best way to:</p> <ul style="list-style-type: none"> • Ask your teachers questions • Exchange study notes with a classmate • Submit assignments • Easily access important college information • Find out about class cancellations or schedule changes • Keep track of important deadlines and key dates, like exams and intersession week • Receive information from the college on tuition, program status and transcripts <p>Go to http://www.georgebrown.ca/studentemail/index.aspx to get more information and to sign up. You are required to register for and to maintain this account.</p>

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Ryerson's Administrative Management Self Service (RAMSS)		<p>RAMSS is a collection of online service functions that allow you to view aspects of your academic, financial, and personal information. You will require RAMSS to update your address, order degree progress reports, enroll in summer courses, drop or swap classes, access any decisions made if you have applied for transfer credits, view your midterm and final grades, etc. You should have gotten you User Name and Password for this service from Ryerson via mail, and should set up your account as soon as you are able.</p> <p>Guide to RAMSS can be found at: http://www.ryerson.ca/~sservice/</p>
Locker Rentals		http://www.georgebrown.ca/lockers/index.aspx
Ryerson University Full & Part-Time Undergraduate Calendar 2011-2012		http://www.ryerson.ca/calendar/2011-2012/index.html
For Future Reference – Record the Following <i>[Remember to keep all passwords and PINs confidential]</i>		
George Brown Student Number		
George Brown PIN		
Ryerson Student Number		
Ryerson Personal Access Code		
Ryerson Matrix User Name		
Ryerson Matrix Password		