



## INTERNATIONAL INTERNSHIPS

Sign up for a webinar presentation and learn about two international internships that are available to you:

- The Alberta-Saxony Internship Program (AsiiA) [www.albertasaxony.com](http://www.albertasaxony.com)
- The Alberta-Smithsonian Internship Program (ASIP) [www.albertasmithsonian.com](http://www.albertasmithsonian.com)

**When:** Wednesday, April 23rd from 12.00pm - 1.00pm.

**How:** Complete the online registration form by clicking on this link;  
<https://www.anymeeting.com/905-922-960> (Invite More People)

## JOB CLUB

Looking for a job? Join Job Club to strengthen your resume, learn how to interview well and how you can make the most of your time job searching.

*Job Club meets every Monday morning during May and June.*

For more information and to register, contact Career Services either in person (L265)  
Phone: (780-378-8461) Email: [careerservices@concordia.ab.ca](mailto:careerservices@concordia.ab.ca).

**PICK UP YOUR GRAD BANQUET TICKETS  
BEFORE THE APRIL 28TH DEADLINE.**



## INSIDE THIS EDITION

- Spring Fees Online
- Now Hiring-Exam Invigilators!
- Graduation Information

## BOOKSTORE-BOOK BUY BACK

April 23, 24, 25 and 28, 29- 10 AM to 3 PM

Buyback takes place in front of the Bookstore.



**Check your balance:**

- Online through Concordia's website at; <http://onlineservices.concordia.ab.ca/student/>
- Contact Student Accounts for your balance or to request a statement.

Fees can be paid through your bank by setting up Concordia University College of Alberta as a biller and using your student ID number as the account number, as well as by credit card through online student services on Concordia's website; <http://onlineservices.concordia.ab.ca/student/>.

If you anticipate student loan payments, please ensure that you have completed the student loan process.

If you have any questions or concerns please contact Student Accounts:  
Phone: 780-479-9207 | Email: [studentaccounts@concordia.ab.ca](mailto:studentaccounts@concordia.ab.ca)

**OFFICIAL TAX RECEIPT  
2013 T2202A'S: AVAILABLE ONLINE**

The T2202A is your official tax receipt used to claim the eligible educational expenses for the tax year on your income tax return. The form includes the amount of tuition that can be claimed as well as the number of months eligible for the education deduction.

The 2013 T2202A is now available through online student services on Concordia's website;  
<http://onlineservices.concordia.ab.ca/student/>

**Academic Aide  
CELP Test Invigilator  
Student Life & Learning**



**Job Description:**

**Work Schedule**

Part-time contract position. Hours vary, depending on the planning of exams; however, the majority of services are scheduled at weekends.

**Qualifications**

- Interest in working with students and adults from multicultural backgrounds
- Commitment to academic honesty and to keeping privileged information confidential
- Excellent English skills for oral and written communication
- Socially mature; able to interact appropriately with students, staff.
- Reliable and responsible
- Available to work at weekends (Saturdays and some Sundays) and one day during the week morning and/or afternoon.
- Very good computer skills
- Ability to abide by Student Life & Learning's policies and procedures
- Intercultural communication skills

**Responsibilities**

- Invigilate exams for the Canadian English Language Proficiency Index Program.
- Ensure the smooth progress of the exam sessions by assisting with any issue that might emerge (technical or other.)
- Respect the privacy regulations linked to the exam taking.
- Attend the training sessions prior to the start date of the job.

**Salary**

\$10.00 per hour.

**Application**

Please send CV(resume) and Letter of Intent to [agathe.lairy@concordia.ab.ca](mailto:agathe.lairy@concordia.ab.ca)

**Application Deadline**

April 23<sup>rd</sup>.

Interview day on April 30<sup>th</sup>.

CONCORDIA UNIVERSITY COLLEGE OF ALBERTA  
**GRADUATION BANQUET**

TICKETS AVAILABLE AT THE CONCORDIA BOOKSTORE

★ NORTHLANDS EXPO CENTRE BALLROOM ★

DOORS OPEN @ 5:30 P.M. DJ & ENTERTAINMENT

GRADUATION  
**CELEBRATION**



CONVOCATION—MAY 10<sup>th</sup> 2014

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FOR MORE INFO CONTACT: [GRAD@STUDENT.CONCORDIA.AB.CA](mailto:GRAD@STUDENT.CONCORDIA.AB.CA)  
OR [STUDENTLIFE@CONCORDIA.AB.CA](mailto:STUDENTLIFE@CONCORDIA.AB.CA)