

April 22nd 2014 Issue #30, Vol.4

INTERNATIONAL INTERNSHIPS

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

- The Alberta-Saxony Internship Program (AsiiA) www.albertasaxony.com
- The Alberta-Smithsonian Internship Program (ASIP) 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.

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





- **Spring Fees Online**
- Now Hiring-Exam Invigilators!

INSIDE THIS EDITION

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

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 CELPIP Tests 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.

Oualifications

- 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

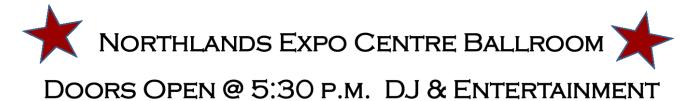
Application Deadline

April 23rd.

Interview day on April 30th.

GRADUATION BANQUET

TICKETS AVAILABLE AT THE CONCORDIA BOOKSTORE





CONVOCATION-MAY 10th 2014

FOR MORE INFO CONTACT: <u>GRAD@STUDENT.CONCORDIA.AB.CA</u>
OR STUDENTLIFE@CONCORDIA.AB.CA