

INCOMING STUDENT INFORMATION PACKAGE



2021-2022

Atlantic Veterinary College at UPEI

This comprehensive resource was prepared by the Office of Academic and Student Affairs with considerable input from DVM students in our program to ease your transition into study at AVC. Please be advised that content is updated frequently so check back frequently.

Incoming Student Information Package

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DEAN'S WELCOME

Welcome to the Atlantic Veterinary College at the University of Prince Edward Island! Congratulations on being chosen for AVC's Class of 2025!

You are embarking on an amazing journey. Over the next four years, you will participate in an outstanding Doctor of Veterinary Medicine program at a school that is known around the world for excellence in education, research and professional service programs. Throughout this journey, you will learn and work alongside classmates who will become life-long friends. You will learn from faculty who are leaders in their field. You will enjoy a low student-to-faculty ratio, and you will benefit from our state-of-the-art educational and research facilities.

You have been selected to join AVC because of your passion for veterinary medicine and the great potential we see in you. You are joining a nurturing and stimulating community, dedicated to providing you with an exceptional educational program and outstanding student experiences. Our ultimate goal is to ensure that you and your classmates become confident and successful veterinarians.

AVC is renowned for graduating outstanding veterinary professionals who are devoted to the advancement of animal and human health. Our graduates score above-average in the National Board exams; they are recruited aggressively, and compete successfully in internships, residency and post-graduate programs. They are also highly praised for their excellent technical and communication skills, strong work ethic and dedication to veterinary medicine. You will be very surprised at just how quickly your journey from new student to doctor of veterinary medicine will pass!

Welcome to the AVC community!

Yours truly,

Dr. Greg Keefe
Dean, Atlantic Veterinary College

INFORMATION FOR INTERNATIONAL STUDENTS

Immigration and Citizenship Canada Requirements

Passport

International students must have a current passport that is valid for the duration of your studies in Canada. If you do not already have a valid passport and are considering accepting your offer to the Doctor of Veterinary Medicine (DVM) program at the AVC, you should apply IMMEDIATELY as you will not be able to start your Study Permit application until you have your passport in hand.

Study Permit

All international students must apply to [Immigration, Refugees and Citizenship Canada \(IRCC\)](#) for a Study Permit. This process changed in 2020 due to COVID-19 and application processing times are considerably longer than in the past. **Consequently, we strongly advise all international students who are considering accepting AVC's offer to begin the DVM program here on Prince Edward Island in August 2021 to apply online for a Study Permit as soon as possible (i.e. January 2021 or as soon as you receive your offer).** We realize that this is well before the VMCAS acceptance deadline of April 15th, 2021 but if you choose to wait until April to initiate the application process, you may not have your Study Permit approved in time to move to PEI before the start of the academic year. While it is possible that some components of the DVM program may remain online for the fall 2021 semester, all DVM students are required to be here on campus for in-person laboratories.

At this time, all international students are advised to apply in advance online to IRCC [here](#). In the past, US citizens have been able to apply for a Study Permit in person at a point of entry as long as the applicant had all required documents in hand. While the IRCC website indicates this *may* be possible, they are currently advising against this practice.

DOCUMENTATION REQUIRED TO OBTAIN A STUDY PERMIT

You will need the following documents to apply online for a Study Permit as outlined on the IRCC website [here](#).

1. Proof of Acceptance – submit your original letter of offer from UPEI
2. Proof of Identity – submit a valid passport and 2 passport sized photos with your name and date of birth written on the back of each photo.
3. Proof of Financial Support – submit one or more of the following documents:
 - Proof of a Canadian bank account in your name, if you have transferred money to Canada
 - Guaranteed Investment Certificate (GIC) from a participating Canadian financial institution
 - Proof of a student/education loan from a financial institution
 - Your bank statements for the past four months
 - A bank draft that can be converted to Canadian dollars
 - Proof you paid tuition and housing fees
 - A letter from the person or school giving you money or
 - Proof of funding paid from within Canada if you have a scholarship or are in a Canadian-funded educational program

Also submit a letter on an institutional letterhead that clearly indicates the monthly cost of living (rent or residence fees, food, health insurance, clothing, miscellaneous). This important piece of information will be used by officials to assess your ability to cover the costs of the first year of study. If no institutional statement is provided, a figure of \$10 000 for each 12 month period will be used, with an additional \$4000 for a spouse and \$3000 for each additional dependent.

Once you have your Study Permit keep it in a safe place! You will need it every time you leave and re-enter Canada. The Study Permit will specify the terms and conditions that govern your stay in Canada including the duration of study, the name of the institution you are studying at, and the level of study. Please review it carefully and if you have questions or concerns, discuss them with an IRCC official. If your Study Permit was not issued for the entire duration of your program, you will need to submit a request while you are still in Canada. Please reach out to the ASA Office or the [UPEI International Student Office](#) for advice on this process.

Temporary Resident Visa

Citizens of certain countries (NOT the United States) are also required to obtain an electronic travel authorization (eTA) or visa when applying for a Study Permit. This will become clear as you begin the Study Permit application process online [here](#).

Canadian Border Services Agency (CBSA) Requirements

The process for international students to cross the international border into Canada became more challenging in 2020 due to COVID-19 restrictions on non-essential travel. Currently, valid Study Permit holders that present documentation from their post-secondary institution (i.e. UPEI/AVC) and have a 14-day self-isolation/quarantine plan in place are permitted to enter the country and travel to PEI to begin their in-person studies in the Doctor of Veterinary Medicine program. More information about this process will follow later this spring/summer. Please go to the Government of Canada website for more information about current border measures and requirements [here](#).

There is also a [CBSA Office](#) located in Charlottetown should you need assistance once you arrive.

Temporary Importation of Personal and Household Effects

As an international student studying in Canada, you are eligible for certain customs benefits, including temporary importation into Canada of your personal and household effects including furniture, appliances, electronics, bicycles and vehicles. For CBSA purposes, international students studying abroad are classified as "Settlers" (tariff item No. 9807.00.00) and must complete a [Personal Effects Accounting Document \(Form BSF186\)](#) when entering Canada. Additional household items should be listed on [Form BSF186A](#).

Even if you are not asked for these documents (Forms BSF186 and BSF186A) you are advised to present them to the border services officer at your first point of arrival in Canada. **You should make copies of these documents and keep them in your files for when you return to the US at the end of the program.** A border services officer will check the goods that you are bringing into Canada and verify what you have declared. If you declare goods when you arrive and take them back with you when you leave Canada, you will not have to pay any duty or taxes as long as the goods are not:

- Used by a resident of Canada;
- Used on behalf of a business based in Canada;
- Given as a gift to a Canadian resident; or
- Disposed of or left behind in Canada.

Motor Vehicles

Motor vehicles for international students studying in Canada are not required to meet federal safety and emission standards, however, a provincial safety test might be required if you have to license the vehicle in Canada. For more information, please go to the Government of Canada website [here](#). You will receive a *Vehicle Import Form – Form 1* at the time your vehicle enters Canada. You and the border services officer must properly complete the form in order to have your vehicle licensed in Canada. In most cases, however, international students who live on PEI for 8 to 9 months a year while studying do *not* need to license their vehicle in Prince Edward Island.

Pets

Pet dogs and cats three months of age and older from the US can be brought into Canada provided they are accompanied by a certificate signed and dated by a veterinarian, showing that the animal has been vaccinated against rabies within the last three years. The certificate must identify the animal by breed, age, sex, colouring, and distinguishing marks. An animal tag is not considered adequate for identification/proof of vaccination. It is a good idea to keep this certificate with your passport and Study Permit.

Pet dogs and cats less than three months old from the US and Guide Dogs from all countries do not require a certificate, but they must be in good health when inspected at the border. Horses will require negative a Coggins test to enter Canada. For additional information on bringing in horses, all other pets from the US, and for pets of any kind from other countries, you should **check in advance with:**

Animal Health, CFIA
690 University Avenue
Charlottetown, Prince Edward Island
C1E 1E3
Telephone: (902) 566-7290
Facsimile: (902) 566-7334

For additional information on importation of pets into Canada please visit the Government of Canada website [here](#).

EXOTIC PETS

If you own any exotic pet and are planning to bring the animal with you to PEI, please read this information carefully. An exotic pet is defined as any animal that lives in your house and is not a cat, a dog, a rabbit, or a ferret. Aquarium fish are considered exotic pets and require a permit too. If you own unusual farm animals or any other wild or exotic species, you might also require a permit from the PEI government Division of Forests, Fish and Wildlife to keep them on PEI.

If you have any questions, please contact PEI Forests, Fish and Wildlife at (902) 368–4683.

Please remember that any exotic pet kept illegally can be seized by the Division of Forests, Fish and Wildlife at any time, and would not be eligible to receive medical care at AVC unless the authorities were informed.

House Plants

Travellers are required by law, to declare all plant, animal, and food items they bring into Canada. This includes items related to plants, animals and food, or their by-products. If you bring these products into Canada, you may go through further inspections at the point of entry (that is, border crossings, airports). Be prepared for delays if further inspection is required. For additional information about importing plants, animals, or food items into Canada please visit the Government of Canada website [here](#).

International Work Regulations

Eligibility

As an international student with a valid Study Permit, you are eligible to work in Canada during your academic stay without having to obtain a work permit. Full-time students studying at UPEI will be:

- Eligible to work off campus without a work permit;
- Allowed to work off campus for up to 20 hours per week during a regular academic session and full time during regularly scheduled breaks; and
- Able to work off campus immediately rather than waiting six months.

To be able to work in Canada, however, you must be registered and enrolled at UPEI and you must get a [Social Insurance Number](#) from Service Canada (see below).

The conditions relating to your eligibility to work off-campus should be written on your Study Permit. Please ensure this notation is included on your permit when it is issued. More information for international students regarding off campus work while studying is available on the Government of Canada website [here](#).

Social Insurance Number (SIN)

International students must apply for a SIN in person by presenting their Study Permit that indicates the permit holder “may accept employment” or “may work” in Canada as well as proof of identity documents at the Charlottetown Service Canada Centre at the address below. More information about obtaining a SIN is available on the Government of Canada website [here](#).

Jean Canfield Building, Floor Main,
191 Great George Street
Charlottetown, Prince Edward Island

Spousal Work Permits

Spouses may apply for a Work Permit online. More information is available on the Government of Canada website [here](#).

Frequently Asked Questions about Finances

How can I pay my tuition and fees?

Payment options for domestic and international students are outlined on the [UPEI website](#).

What is the exchange rate?

The currency exchange rate fluctuates daily. Check online for current rates [here](#) or at a variety of other online sites.

Can I use my International ATM card in Canada?

Most international debit or ATM cards will work for withdrawal of Canadian currency from ATMS in Canada. In addition, some debit cards issued from certain US banks will also work for point-of-purchase terminals at retailers, but this will depend on the US bank that issued the card.

Are there fees associated with using my International ATM card for currency withdrawals or point-of-purchase sales in Canada?

Yes, but it depends on the bank. Charges range from \$1.00 to \$5.00 per transaction but some banks may not charge any fees at all. If you plan to withdraw money on a regular basis, it might be of benefit to shop around for a low- or no-fee bank account before you leave for PEI. It could save you money and annoyance in the future.

Should I open a Canadian bank account?

Yes. With the increasing prevalence of point-of-purchase debit terminals, e-transfers, and direct deposit options for your student loans, having a low- or no-fee Canadian bank account is very helpful. If you have an international bank account already, you should contact your bank to learn about services available here in Canada and the associated fees. While it is possible to pay most utility bills online or by using a credit card and you could pay your landlord in cash, having a Canadian "student" bank account with greatly simplify things. All of the major Canadian major banks (Scotiabank, CIBC, RBC, TD, BMO, etc.) have low- or no-fee student-account options.

Someone wants me to pay by using an e-transfer or cheque, but I don't have a Canadian bank account. How can I pay without opening a Canadian account?

The post office sells money orders for a small fee. The post office closest to UPEI can be found in the Atlantic Superstore Plaza on Belvedere Avenue.

How much debt will I accumulate by the time I graduate?

To estimate: (Pre-AVC Student Loans + [AVC tuition x 4 Years] + [Estimated Living Expenses x 4 Years]) - (Estimated earnings from summer and school year employment) - (Assistance in the form of scholarships and gifts from relatives) = Total Estimated Student Loan Debt. This figure does not include credit card, car loan or mortgage debt.

What is the difference between subsidized and unsubsidized loans?

"Subsidized" means that someone (usually the government) pays interest on the loan while you are enrolled in school and the loan begins to accumulate interest when you graduate. "Unsubsidized" means that the loan accumulates interest from the moment they send you the cheque. Obviously, it is best to rely first on subsidized loans before resorting to unsubsidized loans.

How does compound interest work?

As an example, suppose that your student loan interest rate is 7.5% and you borrow \$10 000 for the first semester of your first year of vet school. Assuming that the loan is unsubsidized, you will owe \$10 000 (principal) + \$3 355 (interest) four years from the date of the initial loan.

How can I access my student loan refund?

Student loans are dispersed through the [UPEI Student Financial Services Office](#). Loans are dispersed to UPEI and applied to your student account. Once tuition and fees are paid you may request a refund for the remaining balance. You may set up Direct Deposit or request that a refund cheque be issued in your name. More information is available by logging into your [MyUPEI](#) account or contacting the Student Financial Services Office at accounting@upe.ca or (902) 566-6000.

How can I minimize my debt?

First, estimate your expenses. Then, apply for the minimum needed in loans - just because the AVMA will allow you to borrow \$8000, for example, doesn't mean that you can't ask for only \$6000 if that's all you really need. If you need to borrow from several loan agencies, apply separately to the lower interest ones for first semester and to the higher interest ones for second semester, if necessary. Remember the mantra: **Live like a student now so that you can live like a doctor later!**

Will working help to minimize my debt?

Yes! It is nice to work in the veterinary profession, but if that option is not available, you may find that waiting tables, computer programming, etc. may provide a more profitable income. Volunteering at a shelter or animal clinic is a great way to get additional animal experience if a summer position is not readily available at AVC. Jobs at AVC during the school year and summer vacation pay starts at \$12.85 (April 1, 2020) an hour (Canadian).

ESTIMATING LIVING EXPENSES

Tuition and Fees

Please visit the [UPEI Tuition and Fees page](#) and enter the appropriate faculty and student type/status for current information.

Other Expenses

Expenses are quoted in Canadian funds and are based on a single person.

| | |
|-------------------------|--|
| Books and supplies: | \$1000 -1500/semester or \$2000 - 3000/academic year * |
| Housing: | \$500 - 1000/month or \$6000 - 12 000/academic year ** |
| Food: | \$300 - 500/month or \$3600 - 6000/academic year |
| Miscellaneous expenses: | \$200 - 300/month or \$2400 - 3600/academic year |
| TOTAL: | \$12 000 - 24 000/academic year |

*This amount depends on the number of textbooks you purchase. Some students purchase very few books, while others purchase all of the required texts. Most of the required books are placed on reserve in the library, and often, second-hand books can be purchased or borrowed from upper class students.

**Rent varies depending on the quality of housing and the number of roommates who share the rent. An attractive (city) apartment with two bedrooms rents for approximately \$1000 - 1500/Month. Information about on-campus UPEI Residence options and costs is available [here](#). Information about off-campus housing options is available through the UPEI Off-Campus Housing Coordinator [here](#).

HOUSING RESOURCES

Off-Campus Housing

You will find that many local landlords will preferentially rent to veterinary students as AVC students are mature and respectful and make excellent tenants. Information about housing opportunities is often passed down from AVC class to AVC class and a Class of 2024 student will be available to assist you over the summer. Please check back for additional information and links in the near future.

In the meantime, you can get some preliminary ideas at the [UPEI Off-Campus Housing Office](#).

UPEI Residence Services Office

UPEI Residence Services Office can also supply information about on-campus housing options. For more information please visit [here](#).

Note that rooms in the residences may be available during the summer months while you are looking for a place to live. Call ahead at (902) 566-0330 to make a reservation and be sure to tell them that you are an incoming AVC student so that you can get a discount. Unfortunately, they don't allow pets. However, if you call Tourism PEI for their tour package, they have an extensive listing of Bed and Breakfasts that do allow pets.

Housing Hints

- Start early if you want your own place within walking distance, or if you have pets.
- The average cost for a one bedroom apartment is approximately \$900 - \$1200. DVM students in the past haven't had issues getting housing, especially if you start looking in the late spring and early summer.
- You may consider moving in with another AVC student looking for a roommate.
- Tell potential landlords you are a vet student because you have a reputation for being quiet and responsible tenants!
- Be aware that PEI is a tourist destination and hotels may be fully booked in August and through September.

Temporary Accommodations

- [Sherwood Inn and Motel](#) 902-892-1622 or 1-800-567-1622
- [Canadas Best Value Inn & Suites](#) 902-892-2481 - Ask the UPEI nightly rate
- [Charlottetown Inn and Conference Centre](#) 902- 892-2461 - Ask the nightly rental rate
- [Hotel on Pownal](#) 902- 892-1217 or 1-800-268-6261
- [Holiday Inn Express](#) 902- 892-1201 or 1-877-660-8550
- [Fair Isle Motel](#) 902-368-8259 or 1-800-309-8259

FINANCIAL AID

[UPEI's Financial Aid Office](#) can assist you in finding the best way to finance your education. The Financial Aid Advisor for UPEI is Margaret McPike. She can be reached at (902) 628-4382 or mmcpike@upei.ca.

US Students

UPEI is able to offer US Government Direct Stafford Loans and Direct Plus Loans using the Direct Loan Program. For detailed information and application procedures, please visit **Direct Loan Program for DVM Students**, which is located on the [UPEI Financial Aid Office website](#).

Canadian Students

For information please visit the [UPEI Financial Aid Office website](#).

PEI Students

For information please visit **PEI Student Loan Program**, which is located on the [UPEI Financial Aid Office website](#).

There are also PEI provincial bursaries available. Please visit the [UPEI Financial Aid Office website](#) for more information about these programs.

SCHOLARSHIPS AND GRANTS

There are numerous opportunities available for AVC students to take advantage of lucrative awards which can go a long way in helping to finance your education. Please avail yourself of this opportunity! For scholarships and grants that are adjudicated and awarded through AVC please visit the [UPEI Scholarships and Awards Webpage](#) or inquire at the Office of Academic and Student Affairs.

For recurring scholarships and grants that require an application to an organization or institution outside of AVC, the Office of Academic and Student Affairs will inform AVC students in the ASA Student Bulletin and/or via email.

CAMPUS RESOURCES

Emergency Contact Numbers

In any emergency, from campus you can dial **9 followed by 911** and give the operator the nature of the emergency, your name, and your location. The operator will inform the proper emergency service. Alternatively, you can dial the service yourself using the following information:

| | |
|--|-------------------------------------|
| UPEI Security Services (for situations not warranting a 911 call) | 902-566-0384 or 902-566-0373 (24/7) |
| Aspiria Student Assistance Program | 1-877-234-5327 (24/7) |
| PEI Mental Health Walk-In Clinic | |
| PEI After-Hours Walk-In Clinic | |
| Island Help Line | 1-800 Help Line (1-800-218-2885) |
| Charlottetown Police Department | 902-629-4172 |
| Charlottetown Fire Department | 902-629-4083 |
| Island Emergency Medical Services (Ground Ambulance) | 902-892-9995 or 1-877-660-6644 |
| Health PEI Non-Emergency Health Information and Services | 811 (24/7) |
| Queen Elizabeth Hospital, Charlottetown | 902-894-2111 |
| Poison Control | 1-800-565-8161 |
| Addiction Services | 1-888-299-8399 |
| PEI Rape and Sexual Assault Centre | 902-368-8055 or 1-888-368-8055 |
| PEI Crime Stoppers | 1-800-222-8477 |

Student Health Services

The [UPEI Health and Wellness Centre](#), in partnership with other service providers, promotes the health and well-being of the student population through the provision of quality comprehensive health. The Student Health Centre is located in “The Loft” on the second Level of the WA Murphy Student Centre. It is open to all UPEI students and the spouses/dependent children of international students. Please click the link for more information about the services provided and the hours of operation.

Student Health, Dental and Vision Plan

All full-time students at UPEI are automatically enrolled in the UPEI Student Health, Dental and Vision Plan when they register for classes. This program is administered by the [UPEI Student Union](#). For complete information about the plan please contact Candice Heigh (admin@upeisu.ca or 902-566-0530) at the UPEI Student Union or go to www.studentbenefits.ca and click on the UPEI SU logo.

Family Coverage

Students can enroll their spouse and/or children (unmarried dependents under 19 years of age or 25 if still attending school; or over-age disabled dependents) by paying an additional family coverage fee. Individuals interested should contact Candice Heigh (admin@upeisu.ca or 902-566-0530) at the UPEI Student Union for more information.

[Opting Out of the UPEI Student Union Health, Dental and Vision Plan](#)

If proof of comparable alternative coverage (through parents, spouse, or an employer) is presented to the UPEI Student Union, students may opt out of the UPEI Student Health, Dental and Vision Plan and get a refund of the fee previously charged on their student account. The opting out procedure must be done each year **by the stated deadline** if your alternative coverage remains in place and you wish to withdraw from the plan.

Campus Recreation and Wellness

Athletics and Recreation

The **Chi-Wan Young Sports Centre** is one of the hubs of activity on campus and a gathering place for those pursuing a healthy active lifestyle. The Sports Centre has a two-lane walking/running track, racquetball and squash courts and a gymnasium that can accommodate basketball, volleyball, and badminton. A wide selection of equipment may be signed out at the front desk. The Fitness Centre is located on the second floor. The Sports Centre is also connected to MacLauchlan Arena's two official-size rinks and the CARI Aquatic Centre. Please click on the above link for more information.

Fitness Centre

As full time UPEI students, all AVC students enjoy access to the Fitness Centre during the academic year. Please click on the link above for more information about the facility and the hours of operation.

Intramural Sports

The UPEI intramurals program offers a wide variety of leagues and tournaments for full time students. All intramural sports aim to relieve stress, allow students to meet new people, and stay in shape by taking part in their favorite sport or by trying something new and fun for the first time. Even if you don't have a team, please sign up as an individual and you will be placed with one. Registration forms are available at the sports centre and online (click the link above).

Wellness at AVC

AVC has a Wellness Facilitator who is here to help ensure AVC students have the healthiest educational experience possible and are aware of services available to them through UPEI. The Wellness Facilitator is available for private and confidential meetings. Please stop by the office, call Sapphire MacPhee at 902-566-6788, or email sjmacphee@upei.ca.

UPEI Counseling Services

Counseling Services are available at no cost to the student and is located on the second floor of the WA Murphy Student Centre and offers confidential, short term help to students dealing with personal, relational or mental health concerns. Counselors are also available to present workshops on a wide variety of topics to small or large groups. Please visit [here](#) for more information.

Academic Accommodations

The [Accessibility Services Office](#) within the Webster Centre handles all requests for [academic accommodations](#) at UPEI, including AVC. The office is located on the first floor of Dalton Hall (below ground level). You can access this floor by using the elevator or the accessible entrance facing the AVC. The front desk and waiting area are located in Room 111. To schedule an appointment with the Accessibility Services Coordinator, please stop by the office, call Nicole Wadden Garland at (902) 628-4364, or email nwadden@upei.ca.

Academic Coaching

The [Pathways to Academic Success Office](#) within the Webster Centre offers confidential one-on-one [academic coaching](#) for all UPEI students, including AVC students. The office is located on the second floor of the WA Murphy Student Centre on main campus. To schedule your session simply stop in for a visit, call the office at 902-894-2835, or email pas@upei.ca.

International Student Advising

An International Student Advisor is available to assist with completion of visa and residence forms, and to provide assistance with personal issues such as culture shock and homesickness. Please contact Richelle Greathouse at 902-566-0443 or rgreathouse@upei.ca, or visit [here](#) for more information.

Chaplaincy Centre

The Chaplaincy Centre is located north of the Robertson Library building and provides a location to meet, socialize, pray, and hold religious services. This location also houses the Campus Food Bank. Please visit [here](#) for more information.

Information technology Systems and Services (ITSS)

IT Systems and Services is located on the second floor at the southern end of the AVC building. ITSS will automatically issue a UPEI network account to every registered student. Please visit [here](#) for more information.

Student Computer Labs

AVC students, including graduate students, have priority over UPEI students for the use of computers within AVC during regular hours, and have sole access after-hours (after 6:00 pm on weeknights and on weekends).

Wireless Access

PantherNet Wireless Service provides students with access to the UPEI network and the internet from their own laptops and mobile devices.

Helpdesk

ITSS operates the Helpdesk - your one-stop destination for assistance with using the UPEI Computing Facilities. Helpdesk drop-in hours are Monday through Friday 8:00am - 4:30pm. You can also phone the Helpdesk for assistance at 902-566-0465, or email at helpdesk@upei.ca.

UPEI Student Union

The Student Union Council represents the entire UPEI student body. Please visit <http://upeisu.ca/> for more information.

Security Services

The role of the UPEI Security Services Division is to protect and provide for the ongoing safety of the people, property, and information resources of the university community and to provide students, faculty, staff, and visitors with a secure environment in which to live, work, study, and play 24 hours a day, 365 days a year. Please [here](#) for more information.

UPEI Security Services: 902-566-0384 or 902-566-0373

Campus Parking

All vehicles parked on the UPEI Campus must display a valid Parking Permit. Please visit [here](#) for detailed information about student permit options and purchasing.

Campus Closures

Students, staff and faculty are advised that if a decision is made at any time to close or delay opening the UPEI campus (usually in the event of a winter storm), details will be made available as follows:

- A message on the home page of upei.ca
- Notification will be placed on UPEI SAFE <https://www.upei.ca/upei-safe>. UPEI SAFE is the University's safety app and mass notification system which helps UPEI advise students about university/storm closures and any safety issues.
- An email to all students, faculty, and staff to their upei.ca email account
- Updates from the University's Twitter account, @UPEI, and announcements posted to UPEI's Facebook page
- Media outlets (radio, TV, and print news websites) are informed and encouraged to share our status
- A message is placed on the UPEI Campus Closure and Alert Phone Line ([902-894-2882](tel:902-894-2882))
- A message is placed on the UPEI Campus Screen network (there are screens in several buildings across campus).

When will I know if UPEI has decided to delay opening or close?

When conditions develop outside of normal operating hours, announcements will be made according to the following schedule:

- **6:30 am** - The decision to delay opening or close the University will be made on or before 6:30 am. If there is a delay, there will be a further announcement at 10:00 am.
- **10:00 am** - The decision to open the University at 12:00 pm or again delay opening will be made on or before 10:00 am. If there is a further delay, the next announcement will be made at 2:00 pm.
- **2:00 pm** - The decision to open the University at 4:00 pm for evening classes or close the University for the remainder of the day will be made on or before 2:00 pm.

If the decision to close the University is made during normal operating hours, it will be announced as soon as possible through the University's various communications channels as outlined above.

For more information visit the **University Closure Policy** at

<http://www.upei.ca/policy/gov/brd/rmt/0009>

Campus Child Care

The UPEI Campus Kids Child Care Centre provides child care services for children older than two years of age to members of the community outside UPEI, as well as to those on campus. For more information please call 902-566-0344.

Robertson Library

The Veterinary Medicine book and journal collections are housed on the upper level of Robertson Library and the Reserve collection is located behind the Circulation Desk on the main floor. The Library's databases and electronic journals can be accessed through the Library's website and are available for off-campus use to UPEI students, faculty and staff. Materials that are not available in the Library may be requested from other libraries by completing the online interlibrary loan forms. Kim Mears is the AVC liaison librarian and can be reached at 902-566-0453 or kmears@upei.ca. If you have any questions on resources and services, please contact the Library's Information Desk 566-0696 or the Circulation Desk 566-0583. For library hours of operation please visit [here](#).

UPEI Bookstore

The UPEI bookstore sells school supplies, text books, clothing, etc. The UPEI and AVC Logos are registered trademarks and permission to reproduce these logos must be obtained from the Comptroller's Office or the Bookstore. The Staff at the UPEI Bookstore will gladly place special orders for textbooks at no extra charge. For more information and the hours of operation please visit [here](#).

Campus Food Services

UPEI offers several retail food outlets on campus, operated by Chartwells, plus a residential dining program located in the Wanda Wyatt Dining Hall. The AVC cafeteria is located on the main level of the building and is open during regular business hours Monday through Friday. For more information about dining options on campus please visit [here](#).

COMMUNITY RESOURCES FOR STUDENTS

For those of you not familiar with PEI, the [Tourism PEI site](#) is a great place to start. Click on the [ABOUT PEI link](#) for lots of practical information. Also visit the [Move to PEI page](#) on the Government of PEI website for additional information.

Getting on and Off PEI

Visit the [Tourism PEI website](#) for information about airport and shuttle services to the mainland. For information about the seasonal car ferry service that operates between Wood Island, PEI and Caribou, Nova Scotia please visit [here](#).

Driving on PEI

Visit the Government of PEI website for information about [motor vehicle registration](#) and [driver licensing](#).

For international students, speak to a border security officer from CBSA when you enter Canada with your vehicle and complete a *Vehicle Import Form – Form 1*.

You should determine if your vehicle insurance is in effect for an entire school year in Canada, and specifically on PEI. Students do not have to register vehicles or obtain a PEI driver's license provided they inform customs officials that they will only be living on PEI for the school year only (9 months) and that at the end of their studies, they will be returning to their home country.

Bus Service

Your UPEI student ID card also functions as a Charlottetown city bus pass. There is no cost for you to ride city buses if you present your ID card to the driver. For more information on the T3 city bus service, visit [here](#).

Walk-In Health Clinics

For non-urgent care, visit a walk-in clinic nearest you if you do not have a family doctor or if your medical needs cannot wait until you can arrange an appointment with your doctor. If you are experiencing a medical emergency, you should call 9-1-1 or go to the nearest Emergency Department. Walk-in clinic hours may change without notice, so please call ahead before visiting. After-hours clinics may close early when the maximum patient capacity has been reached. Please visit the **Health PEI Walk-In Clinic** site at [Walk-in Clinics](#) for detailed information about locations and hours of operation.

Off Campus Daycare and Schools

Visit the **PEI Early Learning and Child Care Registry** at <https://earlychildhooddevelopment.ca/ecregistry/> for more information about day care options for pre-school aged children. Visit the **Government of PEI Public Schools** site at <https://www.princeedwardisland.ca/en/information/education-early-learning-and-culture/public-schools> for more information about public school options.

SHIPPING AND RECEIVING PACKAGES

AVC students are able to utilize the shipping and receiving service located on the first level in Room 1010N. Students will be notified via email when a package arrives. The hours of operation are Monday through Friday, 8:00 am - 12:00 noon and 1:00 pm - 4:00 pm and the phone number is 566-0875.

Receiving International Packages

To avoid costly and unanticipated brokerage fees and duties please consult the following Canada Customs Brochures:

- i. **Working or Studying in Canada** visit <http://www.cbsa-asfc.gc.ca/travel-voyage/>
- ii. **Importing Non-Commercial Goods by Mail** visit <http://www.cbsa-asfc.gc.ca/import/postal-postale/>

When family and friends are sending packages from outside Canada, please have them include your Temporary Resident Visa number (i.e. your study permit) on the shipping documents and declare that the package is a **“Gift with No Commercial Value”**. The address on the package must clearly indicate the following:

(Student name), AVC Class of 20__
 Atlantic Veterinary College
 550 University Avenue
 Charlottetown, PE
 C1A 4P3
 CANADA

Packages received by UPEI without proper documentation and clear indication of student ownership may be charged a brokerage fee by the courier. For additional information on shipping contact Rob Moffat at 902-566-0875 or rmoffat@upeii.ca.

Shipping Out

Courier service is available to students for outgoing packages. Please present your package to the Shipping Office by the 2:00 pm deadline. A full street address, postal code (or zip code), and phone number is required. **NO PO Box numbers are permitted.** Payment is by credit card only. Alternatively, postage can be purchased at the UPEI Bookstore or the UPEI Post Office. Students can also send personal packages via the UPEI Post Office by paying cash only.

Other useful Postal Information

Post office outlets, located in convenience stores and drug stores, offer a range of services including purchase of stamps and packaging materials as well as sending and receiving packages. Canada Post does not make deliveries on Saturdays and Sundays, but postal outlets in the convenience and drug stores remain open.

GENERAL ACADEMIC INFORMATION

MyUPEI

[MyUPEI](#) is the University's intranet site for students, faculty, and staff. You have already been assigned your UPEI username along with your student ID and PIN numbers in your acceptance email that you received upon admission. Initially, your password is set to your PIN but you can change it by clicking the Change Password icon located near the top right of the screen. MyUPEI contains icons that link to other useful campus sites, including Gmail and Moodle. You can also access your UPEI student account, review your course registrations, request transcripts, and request enrollment verifications.

Also, once you have officially accepted your offer and have been registered in your fall semester courses, you will be granted access to the **AVC DVM Student Hub** which you can access through **MyUPEI Important Links**. We recommend that you bookmark the [MyUPEI](#) sign in page on your personal electronic device for easy access.

E*Value Access

E*Value is the curriculum management system for the DVM program. The Office of Academic and Student Affairs currently uses E*Value to share information with students including handbooks and forms. This system is also used to gather feedback from students through general surveys, as well as Course and Instructor Evaluations at the end of each course. You can access the [E*Value login page here](#). We recommend that you bookmark this page on your personal electronic device for easy access. You will be sent an email from the ASA Office with a link to your E*Value account within the next day or two. Please note that these login credentials are different from your MyUPEI username and password.

Once you receive your E*Value login credentials, there are a few things that you can use E*Value for before you arrive for Orientation or within the first few weeks of class:

1. Class of 2025 Entrance Survey

- Once you log in, you can begin this survey by clicking on "**Evaluations > To Be Completed**"
- Click "**Edit Evaluation**"
- Once you have completed this survey click "**Submit**"
- We ask that you please complete this short survey by Friday September 10

2. Address and Emergency Contact Information

- On the home page of E*Value you will see your name and email address under “**My Information**”
- Click “**update this information**” to enter in the required additional information
- Please enter in the following information:
 - Home address - where you will be living in PEI
 - Permanent address - where we should send you information over the summer months
 - Emergency Contact Information - A person we can contact in the case of an emergency
- Once you have completed the fields above click “**Update**”

Weekly Class Schedule

Class schedules continue to be finalized over the spring and summer. They will be accessible for viewing on [MyUPEI](#) under the link [AVC DVM Student Hub](#) follows:

- Under **Academics**, click **Schedules**
- You will see 3 headings (Year 1, Year 2 and Year 3) click on Year 1

To access extracurricular event schedules (i.e. lunch lectures, etc.) please go to the Events Calendar.

- Under **Notices**, click **Events Calendar**

Note that only DVM students who have been registered in their core courses by the ASA Office will be granted access to the DVM Student Hub. Also, please be aware that schedule changes will continue to occur over the summer. In the case of a discrepancy between the schedule available on MyUPEI and the course syllabus distributed by the course coordinator, please consult the course coordinator for clarification. He or she should contact the ASA Office and we will revise the DVM Student Hub calendar as appropriate.

Supplies and Textbooks

1. All textbooks may be purchased from the UPEI Bookstore or through commercial online vendors. Second-hand textbooks can often be purchased or borrowed from students in upper classes. Required textbooks are usually placed on reserve in the Robertson Library.
2. Most course notes and other materials will be accessible to students electronically via Moodle. In some courses, hard copies of laboratory manuals may also be distributed for use in lab.
3. Light blue lab coats are a mandatory requirement for all laboratories and for students who wish to visit the Veterinary Teaching Hospital. You will receive one lab coat at the Blue Coat Welcome Ceremony prior to the start of the semester. Additional coats may be purchased at the UPEI Bookstore. Sizes available range from 30 to 52 and typically have a button or snap front closure. Most students have at least two lab coats so they have one to wear while the other is in the laundry. Please ensure that all lab coats are clearly marked with your name and graduating year to ensure that you get them back when using the Society of Atlantic Veterinary Students (SAVS) Laundry Service.
4. Blue/navy coveralls. These may be purchased locally at [Mark's Work Warehouse](#) or other retailers located across PEI. The length of the sleeves, short or long, is dictated by student preference.
5. Protective footwear. Waterproof footwear is required for the fall semester for anatomy lab and CSA-certified waterproof footwear with steel toe-protection is required beginning in the winter semester for working with large animals. Students may choose to purchase a pair of rubber boots AND a pair of waterproof, CSA-certified boots with steel-toe protection, OR they may use their steel-toe boots for both anatomy and large animal work.

6. **VBS 1010, Macroscopic Anatomy I requires that students have several items on hand for the first day of lab.**
- Appropriate clothing – Lab coat, Scrubs, or Coveralls
 - Waterproof boots (see above)
 - Dissecting kit, Scalpel blades, Latex gloves and Protective eye wear will be provided.
7. VHM 1130, Clinical Skills I (winter semester of year one) requires the following items which can be purchased at the UPEI Bookstore:
- Good quality stethoscope*
 - Penlight
 - Digital thermometer
- The following protective clothing items are also required for VHM 1130 in the winter semester:
- Blue lab coat (see above)
 - Blue coveralls (see above)
 - CSA-certified, waterproof boots with steel-toe protection (see above)
- *Most students arrange to purchase their stethoscope through a student representative of a medical supply company during the fall semester.
8. You will be assigned a locker at orientation. Student lockers are located outside the lecture theatres. Students must supply their own locks.
9. Second, third, and fourth year students are assigned to each incoming first year student through the AVC Buddy Mentor Program. The buddies are a willing and excellent source of information in regards to necessary purchases and will often loan textbooks and other items to their first year buddies.

PRE-CLINICAL ACADEMIC HANDBOOK AND CALENDAR DATES

The Academic Calendar Dates for the 2021-2022 DVM program are included below. The Pre-Clinical Academic Handbook is a comprehensive resource that contains courses and course descriptions for the Fall 2021 and Winter 2022 semesters, as well as important academic regulations and policies. It will be posted to the **AVC DVM Student Hub** in summer 2021. Please read it thoroughly prior to the start of the semester. Your detailed schedule daily course schedule will be available through the AVC DVM Student Hub in August.

July 1, 2021 – Deadline to submit AVC Rabies Immunization form or sign waiver

July 16, 2021 – Deadline to submit Blue Coat Form

August 26, 2021 – Orientation

August 27, 2021 – Blue Coat Welcome Ceremony (tentative)

August 30, 2021 – Classes Begin

September 6, 2021 – Labour Day **No Classes**

October 11, 2021 – Thanksgiving Day **No Classes**

November 11, 2021 – Remembrance Day **No Classes**

December 3, 2021 – Final Day of Fall Semester Classes

December 4 – 18, 2021 (Sat-Sat) – Final Examinations

January 4, 2022 – Pre-Clinical Classes begin – Winter Semester

February 17-18, 2022 (Thurs-Fri) – Mid semester break

February 21, 2022 – Islander Day **No Classes**

April 14, 2022 – Final Day of Winter Semester Classes

April 15, 2022 – Good Friday **No Classes**

April 16 – 30, 2022 (Sat-Sat) – Final Exams

April 18, 2022 – Easter Monday **No Classes**