April 26, 2023

Claudiu Mihael Terenche

Student ID number: 6268599
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RE: AEC Full-Stack Developer - LEABN

Dear Claudiu Mihael,

Congratulations! You have been accepted into our Full-Stack Developer AEC program. You can now access the online college Omnivox services via 'My JAC Portal'. Please log on now and set up your account using your student ID number which is indicated after your name at the top of this letter. A quick reference guide is attached. Please note that future correspondence from the College will be sent to you via Omnivox and will appear under the "information intended for you" heading.

Please confirm your acceptance by **Monday, May 8, 2023** by paying your program fees via your OMNIVOX Payment Centre. Failure to confirm by the above deadline will result in cancellation of your acceptance and your spot will be offered to the next person on the waitlist.

The program will start with a **mandatory online orientation sessions on Friday, May 12 and on Monday, May 15, 2023.** You will recceive an email with instructions on how to access the online orientation session.

Program start date: **May 15, 2023**
Program end date: **July 15, 2024**

Please note that the program will be delivered in a hybrid format.

A student package including the program schedule will be distributed prior to Orientation day.

For any questions or concerns regarding the program, please contact the Centre for Continuing Education at conted@johnabbott.qc.ca.

We look forward to welcoming you as a student at John Abbott College!

Sincerely,

Sophie Lepage

Sophie Lepage
for the Admissions Selection Committee

Introduction
My JAC Portal is the College intranet service which provides you with access to most information you will need to know concerning the College, using a single sign on. **To access the Portal go to https://johnabbott.omnivox.ca or click on the Portal link found on the College homepage**.

The My JAC Communities feature simplifies internal communications for students and staff, allowing various College communities to share files, participate in discussion forums and receive news updates. Be sure to sign on to the Portal daily and stay informed on matters that are relevant to you.

This guide is intended to help you get started using the Portal and provide you with a brief overview of the various features and services available.

Getting Started

Logging On
In order to login to the College's Omnivox, please enter your student ID and the password you use to login to the College network.

Forgot Your Password?
If you forget your password, click on the Forgot Your Password? link and follow the instructions. If you have problems resetting your password, please contact the Communications Office for assistance (SH-021, extension 5098).

First Use?
Click on the First Use? Follow the steps (see below):

1. First use – Inputting personal information window opens
   Type in your student ID number/DA number and your date of birth
   Click on Validate
2. First use – Questions in case you forget your password window opens
   Choose an answer to the 3 questions
   Click on Continue
3. First use – Choosing a password window opens
   Follow instructions to choose your password
   Click on Confirm
4. First use – Access authorized window opens
   Click on Continue

MY SERVICES window opens

1. Click on Payment Center located on the left hand side of the window. Follow instructions
2. Click on Parking Decals located just above 'Payment center'. Follow instructions
3. Click on Information intended for you located on the left hand side. Follow instructions

NOTE: You can access a more detailed Reference Guide once logged on 'My JAC Portal':

1. under 'Student Communities' header CLICK on John Abbott College Students
2. at the very end under the 'Documents and Files available' header CLICK on Online Resources
3. CLICK on 'My JAC Portal Reference Guide'

PARKING ON CAMPUS

All staff, students and visitors are required to pay in order to park on campus during day time hours up to 4:00 p.m. Parking after 4:00 p.m. is free of charge.

Continuing Education students have two options available to them. They can pay each day ($4.00 for 4 hours, $6.00 for the day) at a payment kiosk or purchase a monthly decal ($24.00 per month).

Monthly Decal:
Once you have received your student number and set up your user name and pin on the My JAC Portal you can access the parking module which will be listed in the left side bar on your main portal page. Once you click on the parking decal link you will have the option to choose the appropriate decal. You will need to know the month when your classes on campus will finish. You can then choose the decal option which will be valid until the end of the month of your last class.

Please note that you cannot purchase a parking decal too far in advance. The system calculates the cost of the parking decal to be purchased from the date you are on the system. If you purchase a parking decal after the 14th of the month you will only be charged half price ($12.00) for the current month.

Payment on-line can be made from any computer and using MasterCard or Visa.
Once you have made your payment, you should then print up the confirmation/receipt which you will need to present, along with your car registration and driver's license, to the Security Office located in the Casgrain building to pick up your decal (see below for office hours).

The Security Office is located in Casgrain, room C-183. The office hours are Monday to Friday, 8:00 a.m. to 4:00 p.m.

Pay-per-day:
There are two pay-per-day parking lots on campus. The one closest to Continuing Education also serves as the Continuing Education monthly pass parking area. You are only permitted to park in this lot on a pay-per-day basis after 10:00 a.m. Before this time the priority is given to Continuing Education students with a monthly decal.

The pay-per-day lot that is available at all times is located at the back of the college by highway 20.

Payment at the ticket kiosks can be made with a Visa or MasterCard or with cash (coins). Once you have purchased your ticket you must leave it displayed on your dash board.

Summer Parking:
During the months of June, July and the first half of August the college offers free parking in the student lot north of the second football field just next to highway 20. This lot is about a five minute walk from the Continuing Education building. You may then decide to not purchase a monthly decal for this period.

Ticketing:
Please note that all vehicles between the hours of 1:00 a.m. and 4:00 p.m. – Monday to Friday which do not display a valid monthly decal or pay-per-day voucher will be ticketed. The ticket is a municipal Sainte-Anne-de-Bellevue ticket (currently $42.00) and cannot be cancelled once issued.