

STUDENT SERVICE DEPARTMENT



STUDENT SERVICE COORDINATORS

Mia Takeuchi

- -Business Foundations
- -Digital Marketing

Beyza Uygun

- -Business & Hospitality
- -Hospitality Management
- -International Business Communications

SELC STUDENT PORTAL

The screenshot displays the SELC Student Portal. At the top left is the SELC College logo. To its right is a search bar with the placeholder text "Student # or last name" and a magnifying glass icon, followed by a link to "Advanced Search". On the far right of the top bar, there are icons for notifications (14), home, and a user profile icon for "Mia Takeuchi" with the email "mia.takeuchi" and a "Log Out" link. A dark sidebar on the left contains a list of navigation items: "My Profile / Settings", "College Policies", "My Courses", "Students (9,478)", "Workshops", "Co-op/Practicum", "Requests (102)", "Early Graduation (0)", "Request Forms (0)", "Financial Management", "Program Management", "Course Management", "Reporting", and "Student Resources". The main content area features a large banner with the text "Empowering Students Towards A Brighter Future" over a background image of students. Below the banner are three buttons: "Announcements →", "Important Contacts →", and "Student Portal Tutorial →". A blue accessibility icon is visible on the left side of the banner. Below the banner is an orange section titled "BECOME A STUDENT AMBASSADOR". It contains a paragraph of text: "Do you want to be part of our growing SELC College Community? Do you see yourself becoming a role model to the entire student body and assist in the facilitation of student events and group organization? And lastly, do you see yourself making a difference and contributing to the College community while developing and maintaining your leadership skills? Well, this is for you!" and an "APPLY NOW" button.

SELC College

Student # or last name [Advanced Search](#)

Mia Takeuchi
mia.takeuchi | [Log Out](#)

My Profile / Settings >
College Policies >
My Courses >
Students (9,478) >
Workshops >
Co-op/Practicum >
Requests (102) >
Early Graduation (0) >
Request Forms (0) >
Financial Management >
Program Management >
Course Management >
Reporting >
Student Resources >

**Empowering Students
Towards A Brighter
Future**

[Announcements →](#) [Important Contacts →](#) [Student Portal Tutorial →](#)

BECOME A STUDENT AMBASSADOR

< Do you want to be part of our growing SELC College Community? Do you see yourself becoming a role model to the entire student body and assist in the facilitation of student events and group organization? And lastly, do you see yourself making a difference and contributing to the College community while developing and maintaining your leadership skills? Well, this is for you! >

[APPLY NOW](#)

YOU HAVE 5 PENDING REQUESTS THAT REQUIRE YOUR ATTENTION.

[Click here to view all requests.](#)

Pending Requests: Medical Insurance, Photo for Student ID, Student Contract, Study Permit, Work Permit

Your profile information has been saved!

College Policies

- General Policies
- Repeating Modules Policy
- Leave of Absence Policy
- Program Interruption
- Cheating and Plagiarism
- Code of conduct and Dismissal
- Anti-bullying and Harassment Policy
- Sexual Misconduct
- Co-op Placement Policy
- Dispute Resolution and Grades appeal policy
- Refund and Withdrawal
- Administrative Fees
- Distance Education
- Privacy Policy
- Statement of Student Rights
- Inclusion Policy
- Online Learning

Empowering Students Towards A Brighter Future

Announcements →



Need Assistance? Ask us!



My Profile / Settings >

College Policies >

My Courses >

My Records ▾

Final Marks / Grades

Accomplishments

Program Plan

Required Tasks (5)

Tax Documents / Forms

Financial Statements

Workshops >

Co-op >

Practicum Documents (NOT Co-op) >

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Pending Requests: Medical Insurance, Photo for Student ID, Student Contract, Study Permit, Work Permit

Your profile information has been saved!



Need Assistance? Ask us!



My Profile / Settings

Change Password
Security Questions
Change Time Zone
Official Transcript
Program Changes
SIN Number Update

Unofficial Transcript

College Policies

My Courses

My Records

Workshops

Co-op

Practicum Documents (NOT Co-op)

Home > Unofficial Transcript

YOU HAVE 5 PENDING REQUESTS THAT REQUIRE YOUR ATTENTION.

[Click here to view all requests.](#)

Pending Requests: Medical Insurance, Photo for Student ID, Student Contract, Study Permit, Work Permit

UNOFFICIAL TRANSCRIPT

Dear student,

For an unofficial transcript you must pay a fee of CAD 10.00. Reach out to reception to make the payment and you will received your document in your student portal.

Thank you

[NEW REQUEST](#) | [REQUEST HISTORY](#)

Continue

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Need Assistance? Ask us!

LIVE- IN CAREGIVER & PGND

- **BCID** Required | Recommended for all students
- Option 1:
 - Book an appointment with a drivers licensing office via ICBC portal
 -
- Option 2:
 - Walk in to a drivers licensing office.



ATTENDANCE & GRADES



REQUIRED ATTENDANCE: 80%



REQUIRED GRADE: 60%



PGND (NURSING)

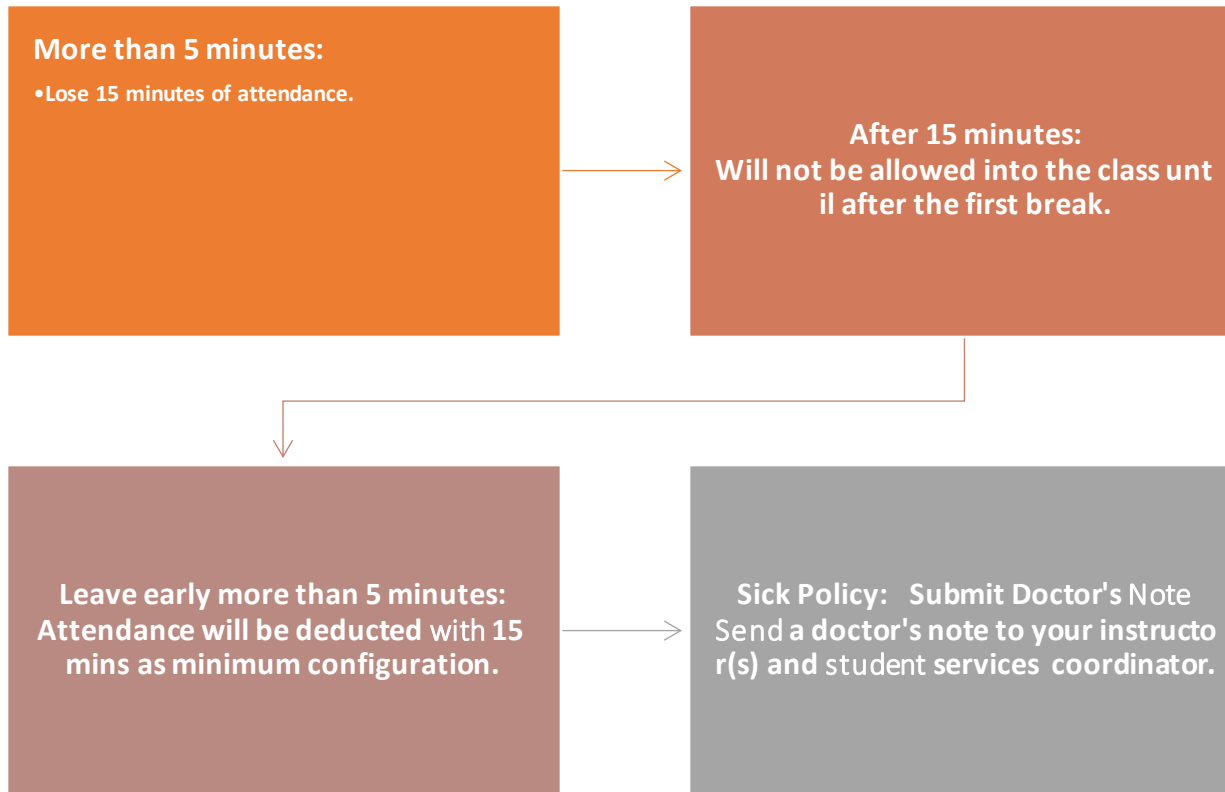


REQUIRED ATTENDANCE: 80%



REQUIRED GRADE: 65%

ATTENDANCE POLICY



DISPUTE RESOLUTION & APPEAL POLICY



GOAL: To give opportunity to students to resolve issue(s) in a fair manner.



GENERAL PROCEDURE:



Consult with your Instructor(s) first.

Email or visit your Student Services Coordinator.

GRADE APPEAL POLICY

Midterm and Final Assessment(s) ONLY



Step 1: Consult with your Instructor(s) first.



Step 2: Email and make an appointment with Program Head(s).



Step 3: Email or visit your Student Services Coordinator.

PROGRAM HEADS INFORMATION

Living-In Caregiver

- Name: Jody Konarski
- Email: jody.k@selcedu.com

Post Graduate Nursing Diploma

- Name: Simrat Minhas
- Email: sim.m@selcedu.com

Supply Chain 200/400

- Name: Danilo Sunga
- Email: danilo.s@selcedu.com

International Business Communications Hospitality Management 200/400

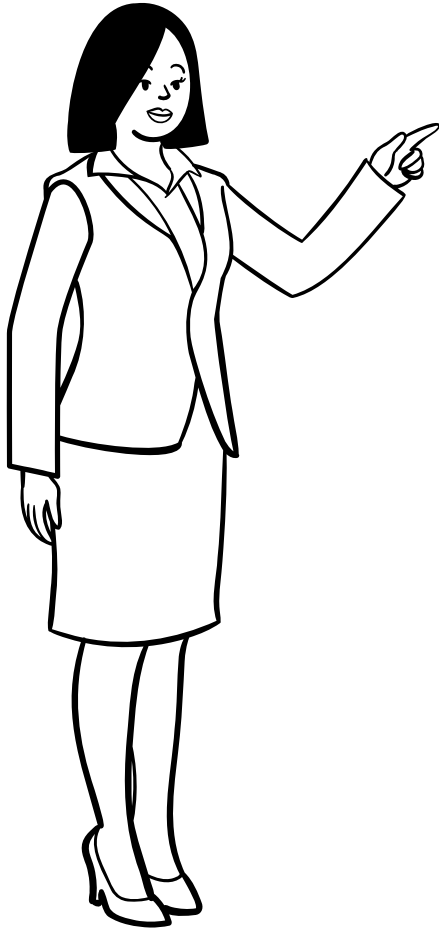
- Name: Vanessa Santacruz
- Email: vanessa.s@selcedu.com

Business Foundations 200/400 Digital Marketing 300/500

- Name: Vani Wadhwa
- Email: vani.w@selcedu.com

GRADE APPEAL POLICY

Midterm and Final Assessment(s) ONLY



Living-In Caregiver

- Name: Jody Konarski
- Email: jody.k@selcedu.com

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- Name: Simrat Minhas
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Supply Chain 200/400

- Name: Danilo Sunga
- Email: danilo.s@selcedu.com

International Business Communications Hospitality Management 200/400

- Name: Vanessa Santacruz
- Email: vanessa.s@selcedu.com

Business Foundations 200/400 Digital Marketing 300/500

- Name: Vani Wadhwa
- Email: vani.w@selcedu.com

REWRITE/ MISSED EXAM DUE TO ILLNESS

If a student misses an exam because of illness or extenuating circumstances, students are required to contact the instructor prior to the exam via email and CC their student services coordinator.

Students will need to send a note from their medical doctor specifying and justifying the date of their absence.



CODE OF CONDUCT

- Treat all students, staff and school property with respect.
- Sexual assault.
- Physical assault or other violent acts committed on or off campus against any student.
- Verbal abuse or threats.
- Vandalism of school property.
- Theft.
- Weapon.
- Alcohol/any prohibited mood-altering substances.
- Cheating and Plagiarism.

Thank
you

