

Course Description and Schedule

MECH1001 Machine Maintenance 1 @ CCI – MECH1001 Course Dates: February 18, 2025 – June 27, 2025

Welcome to Loyalist College! We are pleased that you have the opportunity to join us and we look forward to seeing you this semester. Please carefully review the information provided below.

All courses are subject to change. Please check back regularly for course updates and schedule confirmations.

DESCRIPTION

Students are introduced to standard practices used in the inspection, dismantling and replacement of components such as bearings, chain and belt drives, and couplings

SCHEDULE OF CLASSES AND IMPORTANT DATES

Classes will run at Loyalist College on TBD from TBD.

- February 18, 2025 – *Classes begin (first day of class is mandatory)*
- May 16, 2025 – *Last day to withdraw without academic penalty***
- June 27, 2025 – *Final class*

Please note the class schedule is subject to change.

****Withdrawal Dates and Withdrawal Process**

- Program withdrawals without academic penalty: Withdrawal (W) grades will be issued, rather than Incomplete (I) or Failure (F)
- It is your responsibility to ensure that the SCWI Office is notified, in writing, about your decision to withdraw from a program (including dual credits) at Loyalist College. Withdrawal forms are available through your Dual Credit or Loyalist College Contact. Students who do not officially withdraw are considered to be registered and will receive failing grades on their transcript.
- **Please note that failure to attend does not constitute a withdrawal.** Students who stop attending and do not follow proper withdrawal procedures will be recorded as having failed the course.

CONTACTS

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Orientation Quick Tips

Getting Started at Loyalist College:

- Access the portal at www.myloyalist.com with:
 - **Username:** firstnamelastname (e.g., johnsmith).
 - **Password:** Birthdate in YY/MM/DD format (e.g., 030109).
- For login issues, contact scwi@loyalistcollege.com.

Applications through myLoyalist (My Apps):

- **Mail:** Check email regularly (username@loyalistcollege.com).
- **Canvas:** Access courses, assignments, and grades (24 hours before start).
- **Office 365:** Free tools like Word and Excel.
- **Banner:** Manage transcripts, address, etc.

Dining Options:

- **Pioneer Café:** Snacks and drinks.
- **Kente Food Court:** Options like pizza, burgers, healthy options, and Chopsticks.
- **Nourish:** Fine dining by culinary students.

Academic Policies and Tips

- **For more information** on policies, visit <https://bit.ly/4hfRwT/>.
- **Code of Conduct:** Respectful behavior expected.
- **Fit to Learn:** Stay safe and substance-free.
- **Academic Integrity:** Maintain honesty in work.
- **Emergency Procedures:** Follow evacuation, lockdown, or shelter-in-place guidelines.

Tips for Success:

1. Organize and set deadlines.
2. Use a calendar for assignments.
3. Plan for busy periods.
4. Engage with peers and instructors.
5. Seek help early if needed.
6. Maintain a healthy routine.

Services and Supports

- **For more information** on Services and Supports, visit <https://bit.ly/4j63M7I>.
- **Accessibility Services:** Support for documented disabilities. Contact: advising@loyalistcollege.com or 613-969-1913 ext. 2519.
*Please note IEPs do not transfer from high school to college.
- **Career Centre:** Job postings and career planning via the myCareer Portal.
- **Fail Safe Makerspace:** Tools like 3D printers, game stations, and VR headsets.
- **Indigenous Resource Centre:** Cultural, financial, and academic support.
- **Library:** Access eBooks, journals, and citation tools.
- **Tutoring Services:** Peer tutoring for generic topics, writing and math, or course specific.
- **Student Access Lab:** Computer labs with software, scanners, and printing.
- **Unwind Spa:** Affordable spa services by esthetics students.

After Graduation

- **Advising at Loyalist:** Set an appointment with an Advisor at <https://bit.ly/4g3HlBm>.
- **OCAS Applications:** Apply at ontariocolleges.ca.
- **Financial Aid:** Explore bursaries and OSAP (Ontario.ca/OSAP).
- **Residence:** Safe, vibrant on-campus housing.
- **Credit Transfers:** Transfer up to 75% of program credits.

Additional information can be found in your welcome package sent to your personal email address.

For alternative questions, please contact scwi@loyalistcollege.com.