

RESIDENCE HANDBOOK

FALL 2024-
WINTER 2025

BU



UNIVERSITÉ
BISHOP'S
UNIVERSITY



We acknowledge that the land on which Bishop's University is located is the traditional and unceded territory of the Abenaki people.

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Welcome

Welcome to Residence!

We are delighted to have you join our vibrant campus community. This handbook has been carefully designed to provide you with all the essential information you need for a smooth transition into campus life. Within its pages, you will find a comprehensive guide to what you can expect upon your arrival and valuable tips on how to navigate the ins and outs of living in our residences. Whether you are a new student or returning, we hope this handbook serves as a helpful resource to make your experience enjoyable and fulfilling.



NOTE: The Residence Handbook uses the language "**resident**" when referring to an individual who lives in Bishop's residences.

The Residence Handbook uses the language "**student**" when referring to an individual who attends Bishop's University, regardless of if the individual lives in Bishop's residences or off campus.



@ubishopsresidencelife

The Curricular Approach

The University recognizes that the student experience is a holistic one; learning opportunities that foster intellectual, professional and personal growth are present as much outside the classroom as they are within it.



Residence at Bishop's supports resident's success' through fostering **personal growth**, developing **curiosity** and championing **community engagement**. These are the guiding principles and values that shape the Residence Life experience at Bishop's. The Residence Life team is committed to providing residents with learning opportunities outside of the classroom to support the student learning experience.

Residence is more than just where students live. Residents are provided the support they need to go from living at home to living on their own, and make living at Bishop's the experience of a lifetime.

Learning Aims and Outcomes:



CURRICULAR
approach

Educational Priority:

As a result of their university experience, students will insightfully engage with the world



Bishop's University's Curricular
Approach to Student Affairs



Each student will be able to...

- Identify resources to support their well-being
- Describe actions they can take to make a difference
- Advocate for their needs
- Take action towards the achievement of their goals



Each student will be able to...

- Articulate their identity
- Describe the value of lifelong learning
- Engage in thoughtful dialogue
- Demonstrate empathy



Each student will be able to...

- Articulate cultural identities
- Demonstrate cultural competence
- Discuss systems and structures of power and oppression
- Intentionally work towards increasing equity



Each student will be able to...

- Identify with a community
- Demonstrate the rights and responsibilities of living in a community
- Participate actively in their community
- Positively contribute to their community

*The **Community Living Standards** are in place to ensure a safe, comfortable, and enjoyable experience for all members of the residence community. The cornerstone of our residence philosophy is a spirit of common courtesy and mutual respect towards all members of the community.*

*The objectives of the Community Living Standards are to ensure a positive living environment for all students and to assist students with their academic goals. While recognizing the nature of a residential environment, Residence Life seeks to support resident's success' through fostering **personal growth**, developing **curiosity** and championing **community engagement**.*

As a Bishop's University student and member of our community, residents have rights and responsibilities towards other members of their community.

RESIDENTS HAVE THE RIGHT:

- To an environment that is conducive to learning, mental & physical wellness, and academic success.
- To have their person, property, and views respected.
- To feel safe and secure in their residence community.
- To be treated fairly and have an unbiased conduct process.

RESIDENTS HAVE THE RESPONSIBILITY:

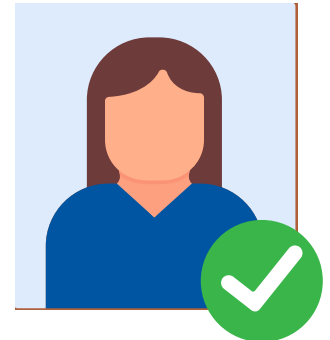
- Not to contribute, condone or act in a way that infringes upon another student's rights.
- To treat all members of the residence community with respect.
- To act in a responsible manner that does not compromise their own safety or endanger the health and safety of others.
- To read, understand and abide by the Community Living Standards and University regulations.
- To frequently check their Bishop's email account for up-to-date information regarding community living guidelines and possible changes.
- To follow all administrative procedures from Residence Services (ex. room checkouts or lockouts).
- To work in full cooperation with all University staff, including Residence Life, Security, and the Service de Police de Sherbrooke (SPS).

Submitting Your Student I.D. Photo

As a resident, your Student I.D. will function as the key to your residence building. Beyond this, your Student I.D. is used when accessing student only events, the gym, writing exams, etc.

For your photo to be valid you must:

- Be the only one in the photo
- Have your face fully visible
- Not be wearing sunglasses
- Not be wearing a hat
- Not use any filters



To submit your photo:

1. Login to your self service portal your Bishop's credentials.
2. Select the link in the box named Upload Student ID Picture.
3. Follow the instruction provided to you.

Signing Your Lease

You will receive your lease by email to your Bishop's email account. **We do not require a physical signature for your lease to be signed.** To sign your lease all you have to do is forward the email you received back to residence@ubishops.ca with the following statement copied, and pasted in your forwarded email. This statement is included in the lease email we send. **Please note that it is imperative that the email be forwarded back, not forwarded as an attachment and not replied to.**

"I agree to the terms and conditions of the attached Lease, Rules and Additional Clauses, Covid Lease Addendum, and Community Living Standards. This response has the same effect as a signature."

What to Pack

What we provide:

Bishop's University Residence will provide you with a fully furnished room, experiences that you will remember for the rest of your life, and all the help we can to get you started. To check what furniture your residence will provide, view the floor plans provided in this guide.

What to pack:



WARDROBE

- Winter Coat
- Rain Coat
- Light Jacket
- Scarf
- Gloves
- Winter Boots
- Running Shoes
- Sandals
- Belts
- Watch
- Hats
- Shirts
- Sweaters
- Pants
- Shorts
- PJ's
- Socks
- Underwear
- Business Wear
- Dress Shoes
- Swimwear
- Sportswear

BATHROOM

- Bath Towels
- Hand Towels
- Shower Mat
- Shampoo
- Conditioner
- Hand Soap
- Body Wash
- Deodorant
- Toothbrush
- Tooth Paste
- Nail Clippers
- Hairbrush
- Razor
- Toilet Paper
- Personal Care Items
- Medications

BEDROOM

- Pillows
- Sheets
- Comforter
- Blankets
- Extension Cord
- Hangers
- Decorations
- Photos

STUDY

- Book Bag
- Binders
- Notebooks
- Textbooks
- Paper
- Pens/Pencils
- Highlighters
- Scissors
- Staplers
- Laptop
- Charger
- Headphones

IMPORTANT DOCUMENTS

- Passport
- Drivers License
- Acceptance Letter
- Insurance
- Documents Medical History
- Documents
- Copy of Medication Prescriptions
- Debit/Credit Card(s)

CLEANING & LAUNDRY

- Laundry Basket
- Detergent
- Garbage Bags (22x24)
- Toilet Cleaner
- Multipurpose Cleaner
- Scrub Brush

What to Pack (cont.)

What not to bring:

- Command Hooks
 - 3M Tape
 - LED lights
 - Pets (only fish allowed!)
 - Drug paraphernalia (e.g. hand pipes, bongs, etc.)
 - Alcohol paraphernalia (e.g. beer pong tables, funnels, etc.)
 - Weapons
 - Explosives
 - Candles
 - Incense
 - Space heaters
 - Halogen Lamps
 - Deep Fryers
 - Toaster Ovens
 - Hot Plates
 - Large appliances or any large furniture
 - Command Strips
- etc.*



*For the full list of policies in residences we encourage you to read the **Community Living Standards**.

What happens if you bring prohibited items?

As outlined in the conduct process a meeting request may be sent to you to discuss the matter. Alternatively, once you have moved out of residences, you may be charged a damage fine equivalent to the cost of repair for said damage. An example of cost breakdown is provided below.

Damage	Fine*
<u>Paint - LED lights installed around room</u>	\$300
<u>Paint - chips from Command Hooks</u>	\$75 per wall
<u>Moveout charge - extra cleaning</u>	\$50 per hour of extra cleaning

*Please note the damage fine(s) are assessed on a case-by-case basis with current costs of materials and labour at the time of moveout.

The Residence Team

Throughout your time in residence, you will interact with many Bishop's staff members and teams. Here is a quick and easy guide to what each department can help residents with.

Residence Services

A first point of contact for residence. This team oversees the Residence leases and can help with meal plan or payment questions.

Residence Services can help with:

- Lockouts / Lost keys
- Paying fees
- Meal plans
- Work orders for issues within a residence and residence room
- General inquiries for all residence questions

Residence Life

Responsible for the residence life experience! This team plans events in residence and ensures an optimal living experience.

The Residence Life team can help with:

- Locating campus resources
- Understanding Community Living Standards
- Room transfers
- Working through personal issues

Residence Counselling Office

A resource for mental health and wellness. This team supports residents in staying mentally healthy while achieving their academic goals.

The Counsellors in Residence can help with:

- Mental health
- Conflict resolution
- Culture shock
- Transition to university
- Isolation
- Food insecurity
- Learning issues
- Body image
- Disordered eating
- Any other psychosocial issue residents are facing

Resident Assistants (RAs) / Senior Resident Assistants (SRAs)

- RAs and SRAs are **peer mentors** in the Residence community.
- **Live in the same buildings as residents** and are an integral part of the residence community.
- Organize **events** and **workshops** for residents to develop skills outside of the classroom, whilst helping residents figure out University life and ensuring their experience is both **safe** and **fun**.
- **First aid certified** and act as a resident's point of contact with the on-call crisis/emergency intervention team as needed.
- Trained in **active listening** and are **confidential** peers to talk to for emotional support.
- RAs and SRAs are on duty at night, at which time they complete rounds of the residence buildings to ensure everyone's safety. To contact an RA while on duty, a resident should contact **Security** to get a hold of the **RA on duty**.
- Although RAs and SRAs are only on duty at night, residents can reach out to them during the day if they need anything. A resident should make sure to get in touch with their RA and SRA when they move in to know each RAs' preferred method of contact.
- RAs and SRAs are great at letting residents know what kind of resources are available on campus and much more.

Residence Life Coordinators (RLC)

- RLCs are members of the professional staff whose roles are to **help foster community through support and programming**.
- RLCs work closely with the RAs and SRAs to organize interesting and fun events in Residence.
- Residents can reach out to their RLCs if they:
 - Have an **issue** in their residence community;
 - Would like to request a **room transfer**;
 - Have any **health and wellbeing** concerns.
- RLCs ensure the safety of Residence through the conduct process, and by helping residents understand the Community Living Standards.
- RLCs are part of the **on-call team** who responds to any crisis/emergency in Residences.



How it Works: Canadian Students

Your initial deposit of \$1300 will go towards your first months residence fees. This means it will be subtracted from your first months rent, and you will be expected to pay the remaining balance for that month. After that your monthly payments will consist of your monthly residence fees, service fee, and meal plan (if applicable). These monthly fees will be due on the first of every month.

Canadian residents are not permitted to pay their fees by credit card.



How it Works: International Students

Your initial deposit of \$1300 will go towards your residence fees. As an international student you will be expected to pay your residence fees in their entirety by the add/drop deadline provided by the University (this will usually be by the end of the first month of the semester).

How to View Your Residence Statement

Your residence account is separate from your tuition account. To view your residence statement you must visit the residence portal by selecting Residence Applications in your MyBU portal and logging in. From there:

1. Select "**Account Statement**"
2. Select "**View Statement of Accounts**"
3. Enter the date range as one of the following:
For **Fall Semester** - [Sep 1st 202X to Dec 30th 202X]
For **Winter Semester** - [Jan 1st 202X to Apr 30th 202X]
For **All Periods** - [Sep 1st 202X to Apr 30th 202X]
4. Select "Show Account Statement".

You will then be able to view or download your statement.



How to Make Your Payments

Online banking with a Canadian bank:

- Login to your personal bank account and locate the area for bill payments.
- Locate and add “Bishop’s University Residence”*.
- Reference/account number = Student number (remove the “00” if your bank asks for a 7-digit number).

*If you **cannot find “Bishop’s University Residence”**, use “Bishop’s University”, but be advised that your payment will be directed towards your tuition account and not residence account. **Email Student Accounts studentaccounts@ubishops.ca and copy Residence Services residence@ubishops.ca to have the funds transferred to your Residence account.**

International payments:

Secure international payments can be made on Flywire**.

If you have any questions please contact Ms. Hassina Bitam at hassina.bitam@ubishops.ca or 819-822-9600 ext. 2208.

****Please note Flywire payments are applied to your tuition account therefore you must email Student Accounts studentaccounts@ubishops.ca and copy Residence Services residence@ubishops.ca to have the funds transferred to your Residence account.**

Cheque:

We accept Canadian and US cheques. Note that US cheques will be converted to Canadian funds using the exchange rate of the day established by Bishop’s University. Please indicate your full name and student ID number on your cheque.

Cash or Debit:

Payable at the Residence Office located in Paterson Hall.

Credit:

Credit cards are only accepted to pay the deposit online and will not be accepted to pay rent **unless you are an international student** (ie. non-Canadian citizen).



Please send your cheque to:

Bishop’s University
Residence Services
2600 College Street
Sherbrooke, QC
J1M 1Z7
Canada

Residence Work Request

If you ever notice something is broken or damaged in your residence or residence room, you can submit a **Residence Work Request** to have it repaired. Bishop's **Buildings & Grounds team (B&G)** includes specialists knowledgeable in a number of trades including locksmiths, mechanics, labourers, painters, carpenters, plumbers, electricians, and electromechanics. **They can be identified by their clothing which has the Buildings and Grounds logo.**



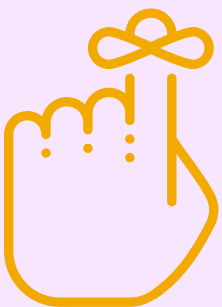
Submit a Residence Work Request

After noticing something that requires repair, submit a work request. Ensure all of the information you provide is accurate before you press send!



The Repair

After your request is received, a member of the **B&G team and a Residence Services representative** will visit your residence to assess the request and proceed with the repair as is deemed suitable. It is very important that the area where the work is to be performed be made accessible in order for the job to be completed.



Emergency Repair

If the work required is an **emergency** (broken window, water leaking, etc.), please **call Security** right away at 819-822-9711 direct line, or 711 from a campus phone.

Keep in mind: the only way for the repair to be made is by submitting a request!

Residence Facilities

Common Areas:

Lounges or living rooms for socializing.
Study areas with desks and chairs.



Recreation Facilities:

Game rooms, TV lounges, or entertainment spaces.



Kitchens:

Shared kitchens equipped with appliances like stove, microwave, and refrigerator.

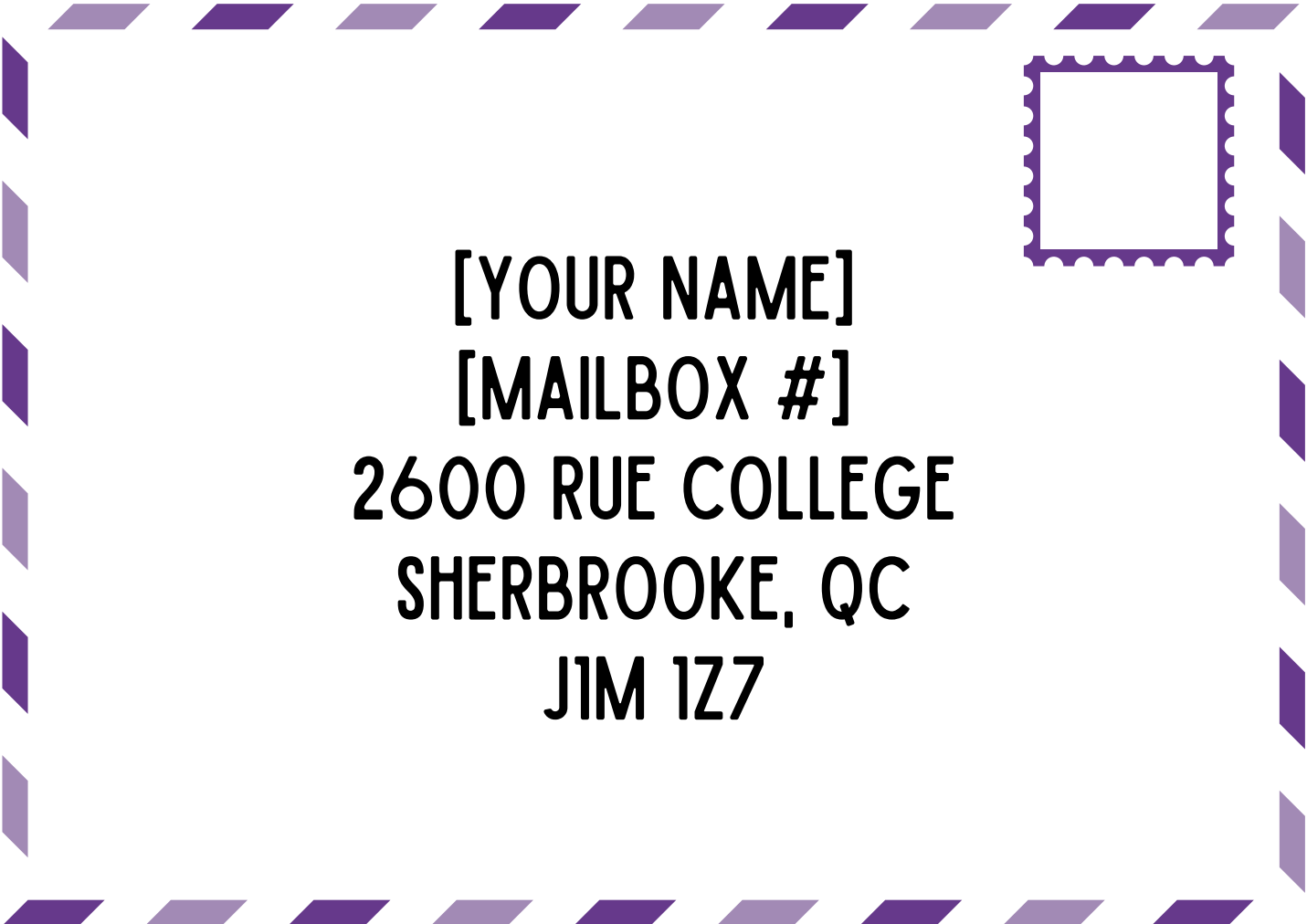


Laundry Rooms:

On-site washing machines and dryers. No coins needed, it's part of your service fee!



Your New Mailing Address



**[YOUR NAME]
[MAILBOX #]
2600 RUE COLLEGE
SHERBROOKE, QC
J1M 1Z7**

Mail & Print Services

You can visit the Mail & Print shop in the basement of the Student Union Building (The SUB) to access your mailbox, send mail, or satisfy any special print requests.

At Bishop's University, all students have access to free health and wellness resources. All services are offered in French and English.

What is Mental Health?

Mental health is the foundation for the **well-being** and **effective functioning** of individuals. It is more than the absence of a mental disorder; it is the **ability to think, learn, and understand one's emotions** and the **reactions of others**. Mental health is a state of **balance**, both within and with the environment. **Physical, psychological, social, cultural, spiritual** and other interrelated factors participate in producing this balance. (World Health Organization, 2022)

Health and Wellness Resources at BU:

- Health Services
- Sports Medicine Clinic
- Counselling
- Student Accessibility Services
- Spiritual Care
- Residence Life
- Residence Counselling Office
- BUnited Peer Support Center
- Indigenous Student Support Center
- Office for Sexual Violence Prevention, Education & Response
- Career and Transition Services
- Community Cupboard
- EmpowerME 24/7 Mental Health Support



THE SPOT connects residents to all health and wellness resources on campus and much more:

Simple to use and quick to access. Using their phone, residents **scan** the QR code or **type** the link into their browser for access. QR codes are located in each residence room as well as around residence buildings.

Residence Counselling Office:

Residents have access to a team of **social workers**. The Residence Counselling Office is located in **Paterson 102** and offers a variety of counselling services:

- Drop-in counselling
- Drop-in counselling for student athletes
- Short-term, solution-focused counselling
- Groups and workshops

Indigenous Student Support Centre (ISSC)

The Indigenous Student Support Centre (ISSC) was created in Fall of 2021 and consists of a Special Advisor for Indigenous student support and an Indigenous student support assistant. ISSC provides **customized academic workshops** (writing skills/time management/exam prep) along with programming that allows students to **share and discover culturally relevant practices, events and educational workshops** (basket-making, land-based learning).

ISSC strives to create a safe and welcoming environment that gives First Nation, Métis and Inuit students **a space to feel at home and cared for on campus**. The support staff assist students on their **post-secondary journey, advocating, mentoring, and finding off-campus resources when necessary**.

Indigenous Cultural Alliance (ICA)

The Indigenous Cultural Alliance (ICA) is a student-led club whose overall goal is to bring awareness of the Indigenous community on campus and to create a safe space for learning between Indigenous and non-Indigenous students. The ICA's goal is to provide the Bishop's Community with cultural activities and opportunities to explore Indigenous matters and the variety of Indigenous cultures present in Canada.



Physical Health

Bishop's students have access to multiple resources on campus for their physical wellbeing. There is the Bishop's Health Clinic, where students can book with either a nurse or doctor; and the BU Sport Medicine Clinic, offering services such as athletic therapy, massage therapy and osteopathy services. Both are located inside the Bishop's University Sports Center.

Other services that support student's journeys at Bishop's:

Financial Aid

Academic Advisors

Career & Transition Services

Student Success Centre (SSC)

Below are some useful tips for maintaining good mental health. It is important to note that when in doubt, it is best to consult a mental health professional.

Signs someone may be struggling

Helping yourself

- Be kind to yourself
- Get good sleep and eat well
- Practice deep breathing
- Use positive self-talk
- Set S.M.A.R.T. goals
- Meet new people and/or talk with friends
- Access campus resources

- Loss of interest in things they enjoy
- Negative thoughts and/or intrusive thoughts
- Increased anger/anxiety/sadness
- Changes in hygiene or sleep
- Increase in substance use

Supporting someone who is struggling

- Reach out; ask how you can help
 - Be an active listener
- Offer to go for a walk with them
- Set healthy boundaries; know your own limits
- Seek advice or support for yourself

The Inquiring Minds Post-Secondary, Mental Health Commission of Canada

Crisis support

If a student requires assistance for an emergency please call Bishop's Security Department at 819-822-9711 or ext. 711 from a campus phone.

If a student has an emergency OFF CAMPUS, call 911

Students can also call Info-Santé by dialing 811 or Urgence Détresse at 819-780-2222 for other related emergencies

Sexual & Gender Based Violence

<https://www.ubishops.ca/student-services/sexual-assault/>

*****Content warning: This section addresses campus resources for sexual violence, sexual assault, sexual harassment, gender-based and related forms of violence. You may choose to go to the next section of the Handbook (pg.14). If you would like to speak to someone immediately, support resources are available at Bishops.*****

Sexual Violence Support Centre (SVSC)

The SVSC, through the work of the Sexual Violence Response Advisors (SVRAs), acts as the **primary point of contact** for members of the University community who have experienced any form of sexual and gender-based violence or **need advice** on how to address an incident that has been disclosed to them.



The SVSC offers support to **2SLGBTQIA+ folks** who may experience gender-based violence and can act as their **advocate** in any process or procedures they may wish to engage in with the university to better their **sense of safety, integrate better practices and build awareness**.

The SVRAs coordinate all **trainings and communication to the community** in all matters linked to the Policy for the Prevention of Sexual Violence.

What is consent?

Without consent for sexual activity, any sexual contact is sexual assault. Consent is **enthusiastic** and **ongoing**. It is given with a clear **“yes”, affirmative words, and positive body language**. People can **change their minds and withdraw consent at any time**. It is important for partners to communicate and pay attention to each other’s body language.

Based on the Canadian legal definition, consent cannot be given in a situation that involves an abuse of trust, power, or authority. Anyone who is unconscious cannot legally give consent (Department of Justice, 2021). Anyone who is under the age of consent cannot give consent (Department of Justice, 2017).

Alcohol and Drug Clemency

Bishop's recognizes that some individuals may be hesitant to disclose or report sexual violence in cases where they have been drinking and/or using drugs at or around the time the sexual violence took place. A resident acting in good faith who makes a disclosure to Residence Life staff will not be subject to residence conduct processes related to an act of sexual violence.

REES

At Bishop's anonymous disclosures are made via the REES online platform. On the REES platform, an anonymous disclosure is referred to as an **Anonymous Report**. An Anonymous Report allows an individual to share information about an incident of sexual harassment, misconduct or assault **without identifying themselves, or identifying the person who has harmed them**.



<https://www.ubishops.ca/student-services/sexual-assault/>

Support in Residences

The Sexual Violence Support Centre (SVSC) serves the Bishop's community around all issues pertaining to sexual and gender-based violence. Services are offered to students, staff and faculty members.

If you'd like to talk to someone in residence, the **Residence Life Team** are here for any survivor/victim who would like to **disclose acts of sexual violence**. In residences, residents can disclose to a **Resident Assistant (RA), Senior Resident Assistant (SRA), Residence Life Coordinator (RLC), the Residence Counselling Office, online using REES, or other members of the Residence Life Management team.**

We are committed to help fight sexual violence in residences.

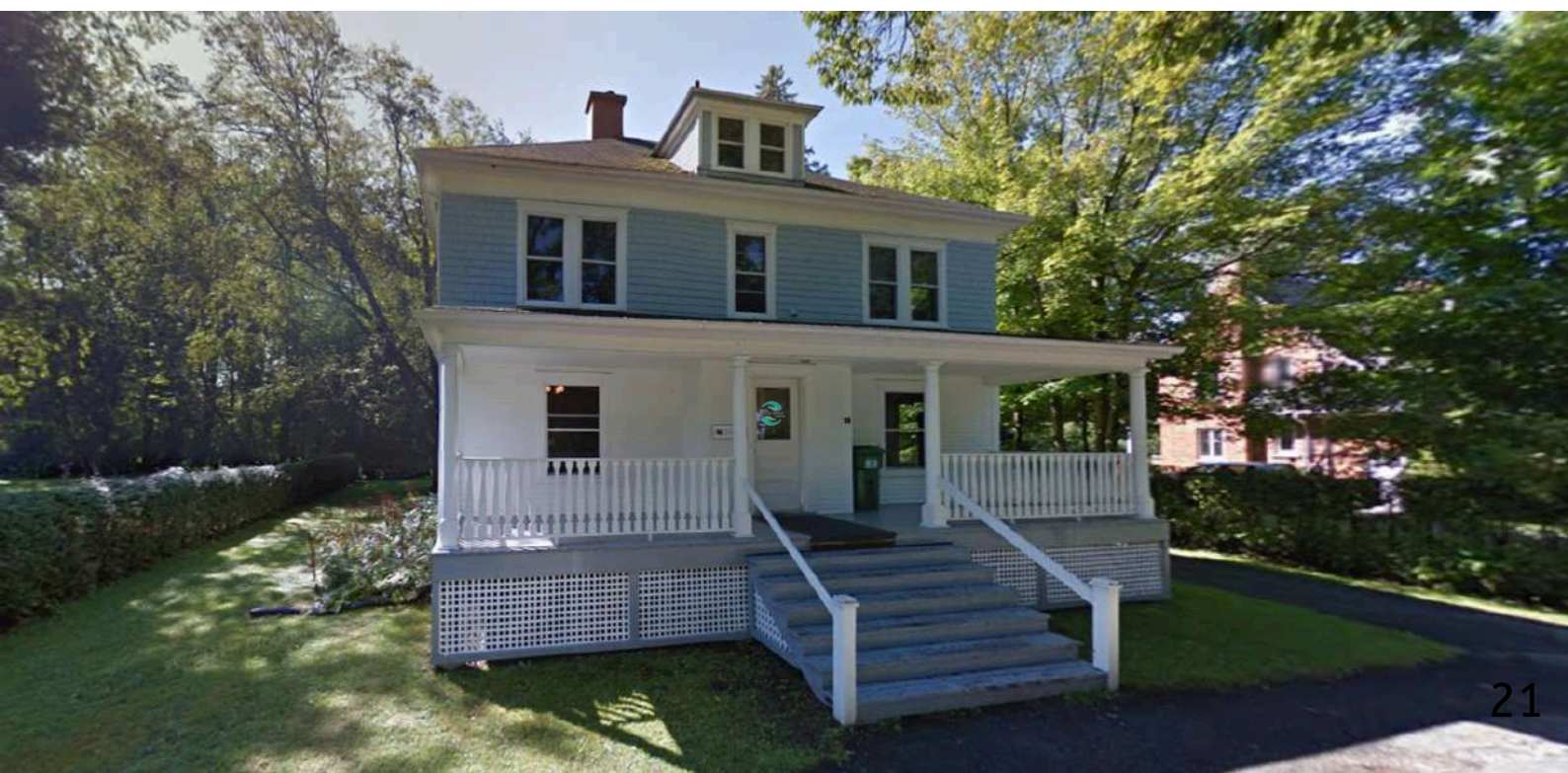
Members of the Residence Life team will:

- Listen with compassion,
- Not judge,
- Accompany residents to seek additional support, or report, if that is their wish.

If a resident makes a disclosure to a Residence Life student staff (this includes Resident Assistant, Senior Resident Assistant, Duty Helper):

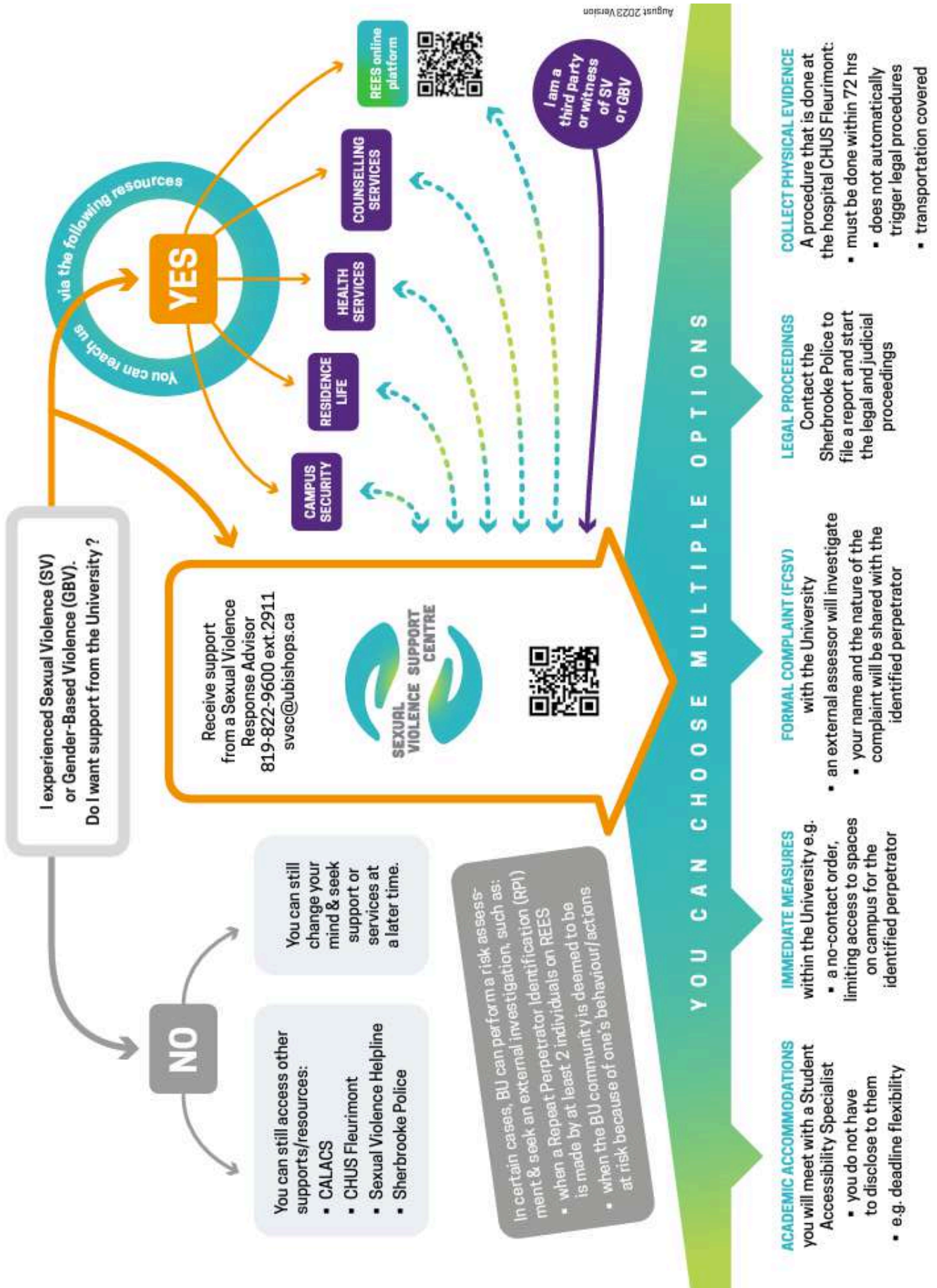
- These student staff are obligated to share disclosures with their Supervisor.
- The Supervisor could include a member of the on-call team or the RLC for their building.
- Disclosed experiences of sexual violence will be documented with detail limited to what is reasonably required to support the resident disclosing.
- The Supervisor may follow up with the survivor/victim regarding opportunities for supports.

The SVSC is located in the Cormier Centre



Sexual & Gender Based Violence (cont.)

<https://www.ubishops.ca/student-services/sexual-assault/>



Bishop's International

Bishop's International provides support and services to incoming **international students**, as well as to all Bishop's students interested in an **international and/or intercultural experiential learning opportunity abroad or on campus**.

Bishop's International is the main point of contact with partner institutions around the world and works closely with other administrative services, faculties and schools in developing new international strategic partnerships and campus internationalization. A Regulated International Student Immigration Advisor (RISIA) can provide Bishop's international students with guidance before and during their studies in Canada.

International Students

Welcome to the community! International students coming to Bishop's for a degree or exchange program should contact Bishop's International here:
international@ubishops.ca

International Exchange Opportunities

Students who wish to take part in an international mobility experience during their studies at Bishop's should start here. Bishop's International can guide students to learn more about semester-long student exchanges, short-term learning abroad opportunities and other ways to learn across cultures and get involved here on campus! Contact them at: **exchange@ubishops.ca**

[@ubishopsinternational](https://www.instagram.com/ubishopsinternational)



[@bulearningabroad](https://www.facebook.com/bulearningabroad)



Is there parking on campus for students?

Parking on campus is coordinated by the Security department. Students can find the information on the University website under "Security".

Where do residents do laundry?

Each building is equipped with a laundry room in their basement or found on the first floor of Paterson. Laundry services are included in each resident's services fees!

What if a resident does not get along with their roommate?

If a resident has any issues with their roommate(s) or bogmate, they can talk to their RA/SRA or contact Residence Life, to have assistance. Residence Life can help mediate conversations, or if desired, can help residents look at a possible room change.

My parent(s) handle my payments, is that okay?

Yes, that is okay! However, we do require your permission to communicate with your parent(s) as the account will be under your name. To grant us permission, please email residence@ubishops.ca and state that you are granting us permission to communicate with your parent(s) as they are acting on your behalf.

Is storage available in residence?

Storage is only available to residents who plan on returning to residence the following academic year.

Who cleans individual residence rooms?

Residents are responsible for the cleanliness of their personal space (their room and bathroom area). Custodian staff are present and are in charge of the general cleanliness of most common spaces, including communal washrooms in traditional style residences.

What if the internet in a residence room isn't great?

While there is free wifi on campus, sometimes certain rooms may have weaker signals. Residents can come to the Residence Office to grab an ethernet cable for \$5. Every room includes a jack, and the ITS website has all the information for set up.

Can residents decorate their room?

Residents are welcome to make their residence room feel as homely as they can make it. However please note that residents should use non-damaging adhesives to hang anything on their walls. Leave behind command hooks/strips, LED lights and 3M tape - these may damage the walls!

Can I cancel my meal plan?

Only residents of Paterson Hall can cancel their meal plan as they are mandatory in every other residence. Paterson hall residents who wish to cancel their meal plan must email residence@ubishops.ca to request it be cancelled before the first Thursday of the semester. Meal plans that have been used cannot be cancelled.

Do I have to reapply for the winter semester if I applied for the Fall semester?

No, you do not need to reapply for the Winter semester if you are in residence already in the Fall. Winter Only applications open for students who did not apply for residence in the Fall semester but would like to reside in residence for the Winter semester.

How do residents get my Mail?

Each resident is entitled to a mailbox and can receive letters and packages via the Mail & Print Services Office

More Questions?

Reach out to:

- **Your RA/SRA**
- **Residence Life:**
residencelife@ubishops.ca
- **Residence Services:**
residence@ubishops.ca

Contacts

Student Services

Vice-Principal Student Affairs

VPSA@ubishops.ca

Director of Student Life and Student Services

theresa.gagnon@ubishops.ca

Academic Coach & Leadership Development Facilitator

katie.bibbs@ubishops.ca

Career and Transition Services

careerservices@ubishops.ca

Student Accessibility

accessibility@ubishops.ca

Counselling Services

819-822-9600 ext. 2695

studentservices@ubishops.ca

Office: DON 261

Spiritual Care

jdymond@ubishops.ca

Sexual Violence Support Centre (SVSC)

819-822-9600 ext. 2695

SVPRS@ubishops.ca

Campus Security

819-822-9711

819-822-9600 ext. 2711

security@ubishops.ca

Office: Dewhurst

Health Services

Medical Secretary

819-822-9600 ext. 2696

nurse@ubishops.ca

Office: Sports Centre - Health Clinic

Student Life

Campus Dining

Telephone: 819-822-9600 ext. 2685

campusdining@ubishops.ca

Residence Life

residencelife@ubishops.ca

Residence Services/Front Desk

residence@ubishops.ca

1-819-822-9600 ext. 2685

Student Representative Council (SRC)

src@ubishops.ca

Bishop's International

International Students

international@ubishops.ca

Exchange Students

exchange@ubishops.ca

Sports Centre & Recreation

819-822-9600 ext. 2669

recreation@ubishops.ca

Mail & Print Services

Mail & Shipping Services

819-822-9600 ext. 2236

portersoffice@ubishops.ca

Office: DON 045

Information Technology Services (ITS)

ITS Helpdesk

819-822-9600 ext. 2273

helpdesk@ubishops.ca

Office: Library Learning Commons

Emergency Contacts

Report an Emergency on Campus

CALL 911 TO REPORT AN EMERGENCY: DIAL 911

OR

CALL SECURITY TO REPORT AN EMERGENCY: DIAL ext. 711 or 819-822-9711

Give **individual's name, the location, and the nature of the emergency**. If possible, stay on-site or close by to assist the First Responders and/or Security Officer(s) upon arrival. Follow the instructions given by the First Responders and/or Security Officer(s).



SAFEgaiter

SAFEgaiter APP

The app allows students to instantly receive emergency-related messages, have access to emergency guidelines, a campus map, lists of resources, safety tips & tools, easy access to contact campus security and more!

DOWNLOAD THE SAFEgaiter APP TODAY!

