

# New International Student Checklist

## Spring 2019

As an international student studying at Sheridan, there are many things to take care of before you start your classes – use this checklist to keep yourself on track!

### ✓ Pay your fees

You must pay your fees to ensure you're registered in classes and receive your timetable. For more information, such as fee payment options and deadlines, please visit [fees.sheridancollege.ca](https://fees.sheridancollege.ca)

### ✓ Download the iCent app

Download the free iCent (International Centre) app to complete the Pre-departure and Registration Checklists and check Important Dates. [App Store](#) | [Google Play](#)

### ✓ Submit your Study Permit

To complete your registration at Sheridan and ensure you're registered in classes, you must submit a copy of your valid postsecondary study permit using one of the following methods:

**Be sure to include your 9-digit Sheridan student ID number!**

- Email [studypermit@sheridancollege.ca](mailto:studypermit@sheridancollege.ca)
- Upload to iCent app (please see above).
- Visit the [International Centre](#) at your campus.

### ✓ Attend your Orientation events (COMPULSORY)

We've designed a unique orientation program to help you prepare for your first year at Sheridan. Attending orientation is mandatory for new international students: [New Student Orientation](#)

### ✓ Sheridan username and password

You'll need your Sheridan username and password in order to access your Sheridan account. If you don't know your Sheridan username and password, please visit the [Sheridan Password Generator](#).

### ✓ Access your timetable and register for classes (if required)

Step-by-step instructions on how to access, modify or build your timetable and register online for your electives will be available on [myotr.sheridancollege.ca](https://myotr.sheridancollege.ca). Check regularly for key registration dates.

### ✓ Write your Language Assessment (if required)

Students required to write the Language Assessment must do so before classes begin to ensure you're registered in the correct Communication Skills course this term (Spring 2019).

**Note:** This is different from the English Proficiency (IELTS or TOEFL) admission requirement. For more information on Sheridan's Language Assessment (including if you need to write it or not), please visit Sheridan's [Language Assessment](#) webpage.

### ✓ Check your Sheridan email

Be sure to check your Sheridan [email](#) regularly before classes start and throughout the year for important information from Sheridan. This email account is used for all official Sheridan communications.

### ✓ Get your onecard (Student Photo ID) and add funds to your Flex account

Your onecard is proof that you're a registered Sheridan student and gives you access to campus facilities and services. To get your onecard at Orientation: upload your [photo online](#) at least two days before your event. You can also pay for select campus services using your onecard. For information on how to add funds to your onecard Flex account, click [here](#). You can pick up your onecard during orientation or the first week of classes. When picking up your onecard, please show government-issued photo ID and have your 9-digit student ID number.

### ✓ Know your health insurance coverage

You are automatically enrolled in [Guard.Me](#) when you pay your fees. Check your Sheridan email for your health insurance ID Card at the end of May.

### ✓ Bring or purchase an approved laptop (students in Mobile Computing programs only)

Students in Mobile Computing programs are required to bring a laptop to class that complies with their program's hardware and software standards. You can find your laptop requirements and access the laptop pre-check utility at: [it.sheridancollege.ca/mobile](https://it.sheridancollege.ca/mobile).

### ✓ Rent a locker

You can rent a locker at any campus. Fees range from \$15 per one semester to \$35 per academic year. Visit [Parking and Locker Services](#) to request a locker online.

### ✓ Buy your textbooks

Review your timetable to see which books you'll need for your classes. Buy your books [online](#) or at the Bookstore:

Trafalgar Road: Room B136 | Davis: Room B107 | HMC: Room B110

If you buy your books early, hold on to your receipt and keep your books in pristine condition until you're sure you won't need to return them.

### ✓ Review public transit options

Everyone is eligible for the convenient [Presto!](#) payment card (electronic payment system that makes travelling on transit faster and easier by eliminating need for tickets, tokens, passes or cash and often results in discounted fare) — buy in person at any [Customer Service Outlet](#), or at a [Ticket Vending Machine \(TVM\)](#) or a [Fare Vending Machine \(FVM\)](#).

Full-time Sheridan students are also eligible for discounted [GO Transit](#) services.

### ✓ Familiarize yourself with the Student Services available to you on campus

Many support services exist to help you succeed while studying at Sheridan, including [Student Advisement](#), [International Centre](#), [Counselling Services](#), [Health Services](#), [Library Services](#), [Tutoring](#), [Career Services](#), [Accessible Learning](#) and much more!

### ✓ Attend a Co-op Work Permit Workshop (if required)

If you're required to work as part of your studies (i.e. co-op, field placement, practicum or internship), you're required to apply for a Co-op Work Permit.

### ✓ Academic Calendar

Don't miss important dates and deadlines and plan your academic year. Review the [Academic Calendar](#) for registration and payment deadlines.

### ✓ Get your parking permit

If you plan to drive to campus, you will need to purchase a parking permit. Parking permits can be purchased [online](#).

Hazel McCallion Campus students: For a higher cost, the City of Mississauga sells on-campus parking permits.

### ✓ Get an Ontario Photo Card

For those of you who don't plan to obtain a driver's license in Canada at this time and don't wish to carry your passport with you as your sole means of identification, you may apply for the [Ontario Photo Card](#). Please visit your nearest [Service Ontario Centre](#) with your original identity documents to prove your legal name, date of birth and signature.

### ✓ Get your Social Insurance Number (SIN)

For those of you who wish to gain Canadian work experience and have work authorization indicated on your Study Permit, you may be eligible for a SIN — please visit your nearest [Service Canada Centre](#) with your immigration documents. Alternatively, you may attend a SIN Clinic that will be held at your campus at the beginning of the Spring 2019 term — check your Sheridan [email](#) for details.

### ✓ Connect with the International Centre

Visit the International Centre on your campus for advice and support.

Trafalgar Road: Room B360 | Davis: Room B216 | HMC: Room A147 (Welcome Desk)

Have questions *now*? [Email us!](#)

All information provided is current as of publication and is subject to change; Sheridan Communications, Public Affairs and Marketing, March 2019. ID#WF46785 | INTERNATIONAL NEW STUDENT