

Step #3: Email from Camosun Registration

Camosun Registration Email – sent 2-4 months before program start date.

- o Program details:
 - o Books
 - o Equipment
 - o Schedule
 - o Instructor
 - o Program Location
- o MyCamosun student account is your student's:
 - o Account registration and login info
 - o Schedule
 - o Proof of Enrollment for RESPs
 - o Transcript upon completion
 - o Review the SIP acceptance letter you received in your email
 - o [Create your myCamosun](#) account

Step #4: SIP student Tour email

Two months prior to the start of the program, SIP will reach out to the student and invite them up to campus for a tour of the facilities (1 month before start date)

Step #5: Face-to-Face on campus tour – approximately one month prior to the program start date.

At this time your student will learn:

- o where to buy books (within 1 month of your start date is the perfect time buy books)
- o where to park - there is an app on the parking meter - [HONKMobile](#)
- o where the bus drop-off will be
- o where their class location(s) will be

Your student can also:

- o review any have questions they may have
- o attend with their parents
- o pick up their Student Card the next day after completing the [online form](#)

Step #6: SIP contact one week prior to program start

During the week leading up to the start date, SIP will reach out to confirm:

- o If they're ready to start
- o They received the email from Camosun Registration
- o They received communication from their instructor/department
- o Review any questions they may have

Step #7: Beyond the program start

1. Regular instructor check ins on progress etc.

