

NEW STUDENT HANDBOOK

2026–2027



START STRONG



LAND ACKNOWLEDGEMENT

SAIT is located on the traditional territories of the Niitsitapi (Blackfoot) and the people of Treaty 7 which includes the Siksika, the Piikani, the Kainai, the Tsuut'ina and the Îyârhe Nakoda of Bearspaw, Chiniki and Goodstoney.

We are situated in an area the Blackfoot tribes traditionally called Moh'kinsstis, where the Bow River meets the Elbow River. We now call it the City of Calgary, which is also home to the Métis Nation.

WELCOME TO YOUR FIRST YEAR AT SAIT

Starting post-secondary can be exciting, challenging, and sometimes a little overwhelming. Whether you are coming straight from high school, returning to school after a time away, or joining us from another country, you are now part of the SAIT community.

This handbook was created to help you navigate your first-year experience with confidence. Inside, you will find information about student supports, campus resources, academic success strategies, and events that are available to help you thrive as you begin your time at SAIT.

Remember this: successful students are not the ones who have all the answers. They are the ones who know where to find support when they need it.

Keep this guide handy throughout your first year. Use it as a resource and a reminder that you are never alone on your SAIT journey.

Your future starts now, and we are excited to be a part of it.

WELCOME TO SAIT!

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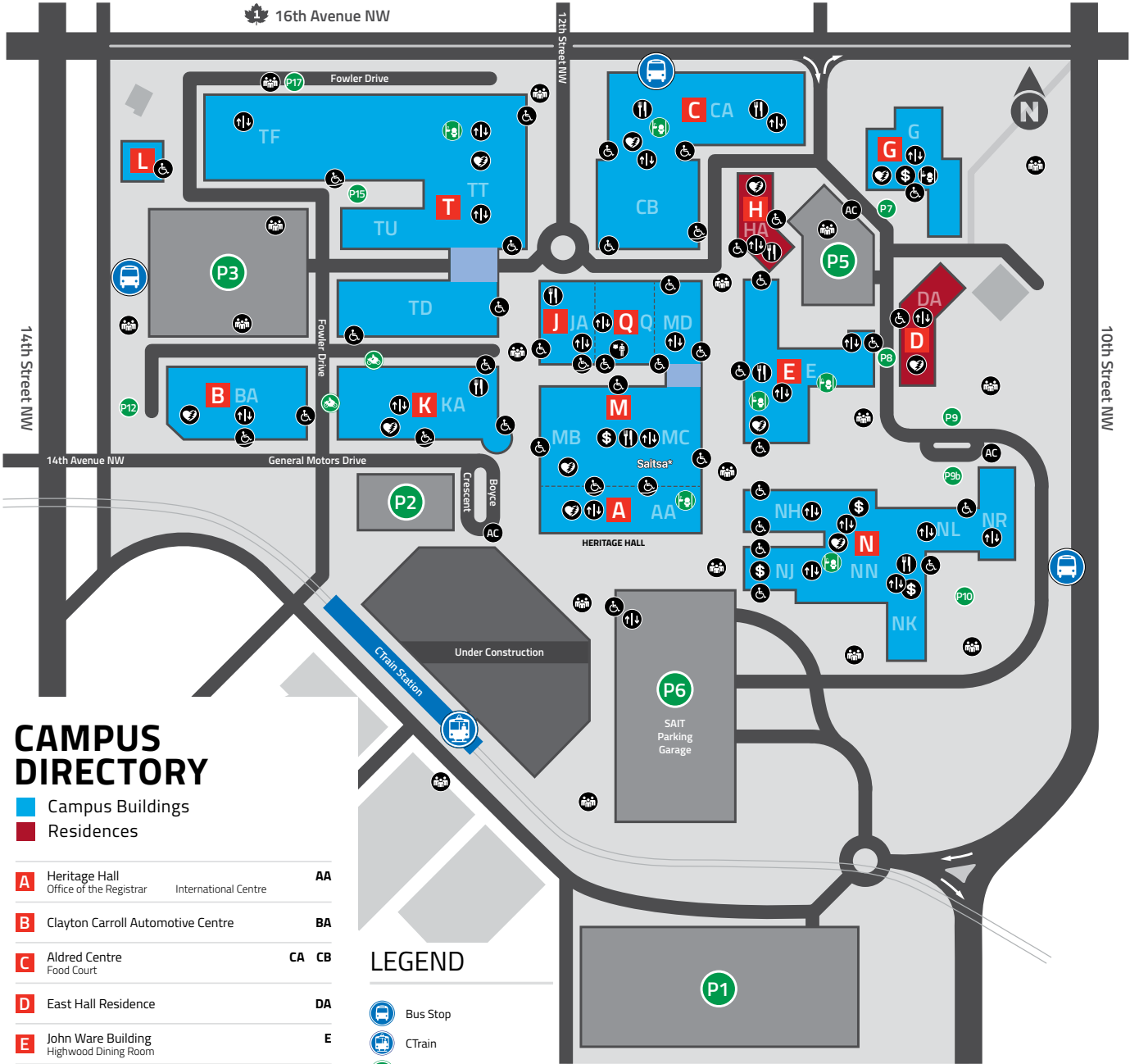
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FINDING YOUR WAY AROUND CAMPUS



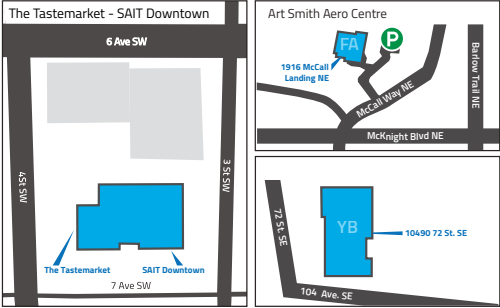
CAMPUS DIRECTORY

Campus Buildings			
Residences			
A	Heritage Hall Office of the Registrar	International Centre	AA
B	Clayton Carroll Automotive Centre		BA
C	Aldred Centre Food Court		CA CB
D	East Hall Residence		DA
E	John Ware Building Highwood Dining Room		E
G	E.H. Crandell Building XDocs		G
H	Begin Tower Residence		HA
J	Cenovus Energy Centre		JA
K	Johnson-Cobbe Energy Centre Food Court		KA
L	Green Building Technologies (GBT) Lab and Demonstration Centre		L
M	Stan Grad Centre Bookstore Library	Food Court SAITSA	MB MC MD
N	Senator Burns Building Natosopoyiis	Food Court	NH NJ NK NL NN NR
Q	Eugene Coste Building Security Office		Q
T	Thomas Riley Building Shipping and Receiving		TD TF TT TU
V	Campus Centre Under Construction - See SAIT Wellness Centre		V

LEGEND

- Bus Stop
- CTrain
- Parking
- Motorcycle Parking
- Food Court
- ATM
- Access Calgary Loading Zone
- Security Office
- AED (Automated External Defibrillator)
- Muster Point
- Gender-neutral Washroom
- Accessible Gender-neutral Washroom
- Elevator
- Accessible Entrance (With Door Opener)
- Accessible Entrance (No Stairs)

OFF-SITE LOCATIONS



FINDING YOUR CLASSROOM

Every classroom at SAIT is identified by a combination of letters and numbers. For example, KA305.

Step 1: Find Your Building

The first letter(s) in a room number identify the building.

Code	Building
A	Heritage Hall
B	Clayton Carroll Automotive Centre
C	Aldred Centre
D	East Hall Residence
E	John Ware Building
G	E.H. Crandell Building
H	Begin Tower Residence
J	Cenovus Energy Centre

Code	Building
K	Johnson–Cobbe Energy Centre
L	Green Building Technologies
M	Stan Grad Centre
N	Senator Burns Building
Q	Eugene Coste Building
T	Thomas Riley Building
ZA	Wellness Centre

Step 2: Find Your Wing

The second letter identifies the wing within the building. For example, MB011, B wing of Stan Grad Centre.

Step 3: Find Your Floor

The first number indicates the floor your room is on.

Room Number	Floor	Example
Begins with 0 or has two digits	Basement	MB011, Stan Grad, B wing, Basement OR NK13, Senator Burns, K wing, Basement
Begins with a 1	First Floor	NN104, Senator Burns Building, N wing, First floor
Begins with a 2	Second Floor	TT201, Thomas Riley, T wing, Second Floor
Begins with a 3	Third Floor	CA305, Aldred Centre, Third Floor
Begins with a 4	Fourth Floor	KA440, Johnson–Cobbe Energy Centre, Fourth floor
Apply the same rule for the first digit of any room number (eg. NN801 = Eighth floor)		

A photograph of students in a classroom. A young woman in the foreground is smiling and looking towards the camera. Behind her, a young man is looking down, and to the right, a young woman is looking at a laptop. The background is slightly blurred.

BEFORE YOUR CLASSES BEGIN...

Your SAIT journey starts before you step into the classroom.

Complete these important tasks before your first day of class to set yourself up for first-semester success.

Complete PREP 100 The SAIT Experience

Get tips and insider information on time management, exam preparation, effective note-taking and more through this free online course for new students. Plus, learn to navigate Brightspace (D2L), SAIT's digital learning platform, which you'll use for all your classes.

You are automatically registered in PREP 100, and course completion is highly recommended. **Access the course from your Brightspace homepage.**

Connect with International Centre

Are you an international student and new to Canada? From immigration advising and academic support to student programs and campus activities, the International Centre is here to support you from arrival to graduation.



**VISIT INTERNATIONAL
CENTRE PAGE FOR
MORE INFORMATION**

Set up your SAIT eCard

Your SAIT eCard is your official digital student ID. You must have a SAIT eCard to access Library services, the Wellness Centre gym, and more.

You can even load funds onto your SAIT eCard to eat, shop and print on campus.

- Download the Transact eAccounts app from the App Store or Google Play.
- Login using your SAIT student email address.
- Submit a photo for your eCard by following the app prompts.
- Once your photo is approved and your eCard is generated, add it to your phone's Apple or Google wallet for easy access.



**VISIT eCARD PAGE FOR
MORE INFORMATION**

INTERNATIONAL CENTRE

AA206, Heritage Hall
403.284.8852
international@sait.ca



Plan Your Commute

Taking Transit?

Your SAIT UPass gives full-time students unlimited access to Calgary Transit services during the Fall, Winter and Spring/Summer terms. Eligible students can access their UPass directly on their mobile devices through the My Fare app.

Get started

- Download the free Calgary Transit My Fare app from the App Store or Google Play.
- Create a Calgary myID account using your SAIT student email address (@edu.sait.ca).
- Get your validation code.
- Sign in to the My Fare app using your Calgary myID credentials and enter your one-time validation code.
- Your UPass will appear in your My Fare ticket wallet once it is available. It usually takes 24 to 72 hours to appear in the ticket wallet.



**VISIT UPASS
PAGE FOR MORE
INFORMATION**

Driving to Campus?

Parking is available on campus. Visit the Parking Services website to explore parking options and rates.



**PARKING
INFORMATION
AND RATES**

PARKING AND ECARD OFFICE

NN104, Senator Burns Building
403.210.4494 (Parking)
campus.parking@sait.ca
403.774.5296 (eCard)
card.office@sait.ca

YOUR FIRST DAY AT SAIT

Orientation Schedule and What to Expect

Your first day at SAIT is all about getting connected.

You will meet other students, learn how to navigate the campus, discover essential student supports, and feel prepared to start your first semester.

9:45 to 11:15 am

The SAIT Readiness Session

Learn what to expect as a SAIT student and discover the tools, services and resources available to support your academic success, well-being, and student experience.

SAIT Readiness session is composed of the following modules:

Module 1: Community and Conduct

Module 2: Essential Student Supports

11:30 am to 1 pm

Lunch Break

Take some time to relax, recharge, and connect with fellow students. Explore campus, meet new friends, and get familiar with your surroundings before attending your afternoon program orientation.

1 pm

Program Orientation

Meet your Academic Chairs, instructors, and classmates while learning more about your program, courses, as well as class and attendance expectations.

This is your opportunity to ask questions, get program-specific guidance, and start building connections with your academic community.

Access Your Full Schedule

Scan the QR code to access your class schedules.



1. Login to **mySAIT** and navigate to myStudent.
2. Click on View your schedule in the My Schedule section.
3. Select schedule details for additional information, including specific class dates and times.
4. To view a particular week, access Student Profile and select Week at a Glance. You can browse future weeks or enter a specific date to view upcoming classes.



WELCOME TO YOUR SAIT COMMUNITY

Wellness, Community and Belonging

At SAIT, we are committed to creating a campus where everyone feels welcome, respected and supported.

Get Connected

Wellness, Community and Belonging supports initiatives and days of significant events that celebrate and strengthen our campus community, including:

- Pride events and activities
- Black History Month events
- Women in Trades and Technology (WITT) group
- International Women's Day Celebration
- National Day for Truth and Reconciliation
- Intercultural Day
- Cultural and religious observances such as Diwali, Lunar New Year, Ramadan

Your Voice Matters

The strongest communities are built by the people in them. Join an event, connect with others and help shape a campus where everyone can thrive.



**LEARN MORE
ABOUT COMMUNITY
AND BELONGING**

WELLNESS, COMMUNITY AND BELONGING

MC201, Stan Grad Centre
403.284.8333
belonging@sait.ca

Truth and Reconciliation

Truth and Reconciliation is an important part of life at SAIT. We encourage students to learn about Indigenous histories, cultures, and perspectives, and to take part in building respectful relationships and stronger communities.

Start Your Learning Journey

One of the easiest ways to get started is through the free 4 Seasons of Reconciliation course.

This self-paced online course promotes a renewed relationship between Indigenous peoples and Canadian settlers through transformative learning experiences and anti-racism education. Students can access the course on mySAIT until November 30, 2026.



**REGISTER FOR
THE COURSE**



**ACCESS TRUTH AND
RECONCILIATION
RESOURCES
AND LEARNING**

Natoysopoyiis

Natoysopoyiis (Holy Wind Lodge) is SAIT's Indigenous Student Support Centre. Whether you are looking for a place to connect, access support, explore cultural programming or learn more about Indigenous student life at SAIT, you'll find a welcoming community here.

Indigenous students can access:

- Indigenous student advising
- Student success workshops
- Engagement with Elders and Knowledge Keepers
- Free amenities include beverages, printing, scanning, and fax assistance
- Dedicated spaces for smudging



**LEARN MORE ABOUT
NATOYSOPOYIIS
AND UPCOMING EVENTS**

NATOYSOPOYIIS

NN108, Senator Burns Building
403.210.4028
natoysopoyiis@sait.ca



KNOW YOUR STUDENT RIGHTS, RESPONSIBILITIES AND EXPECTATIONS

Being part of the SAIT community means contributing to a safe, respectful, inclusive, and academically honest environment.

SAIT's Code of Conduct outlines the expectations for student behaviours both inside and outside the classroom. These policies help ensure a positive learning experience for everyone by promoting fairness, integrity, respect, safety, and accountability.

It is every student's responsibility to review and abide by the Student Code of Conduct.



Non-Academic Misconduct

Non-academic misconduct refers to behaviours that negatively affect the safety, well-being, dignity, or sense of belonging of members of the SAIT community.

It also includes actions that disrupt the learning environment, damage property, violate SAIT policies, or break applicable laws.

Non-academic misconduct may include:

- Bullying, harassment, or assault
- Disruptive behaviour
- Harmful, dangerous, threatening or offensive conduct
- Smoking, alcohol and drug use
- Improper use of dangerous objects and substances
- Failure to comply

Creating a positive campus experience is a shared responsibility. Review SAIT's Non-Academic Conduct policies here:



NON-ACADEMIC CONDUCT POLICIES

OFFICE OF COMMUNITY CONDUCT

MB201, Stan Grad Centre
student.conduct@sait.ca

Sexual and Gender-Based Violence Prevention

Sexual and gender-based violence has no place in our community, and support is available for anyone who has been affected. If you experience or witness sexual or gender-based violence at SAIT or in your personal life, SAIT provides confidential support, resources and guidance to help students understand their options and access appropriate services.

SAIT's Sexual Violence Program Coordinator and Educator can assist with:

- Receiving disclosures of sexual or gender-based violence
- Connecting students with health, counselling, and wellness support services
- Exploring academic accommodation and campus resources
- Understanding reporting options, including SAIT processes and police services
- Educating the SAIT campus community on sexual and gender-based violence prevention and healthy relationships

PERS 030: Safer Campus for Everyone

Students can enroll in PERS 030: Safer Campus for Everyone, a self-paced, non-credit online course. Interested students are encouraged to email svprogram@sait.ca to register.

Visit the Sexual and Gender-Based Violence webpage to access support services, reporting information, and educational resources.



SEXUAL VIOLENCE PROGRAM COORDINATOR AND EDUCATOR

AA125, Heritage Hall
svprogram@sait.ca

KNOW YOUR ACADEMIC RESPONSIBILITIES AND EXPECTATIONS



Academic Integrity

You decided to come to SAIT to learn. This means doing the work and earning your credential, even when it feels like there might be an easier way. Part of this learning is ensuring you follow the principles of academic integrity: honesty, trust, fairness, respect, responsibility, and courage. As you see in this handbook, SAIT has many supports to help you succeed, including your instructor – don't be afraid to ask your instructor when you are not sure about something.

Every student is responsible for understanding and following SAIT's Student Academic Conduct Policy.

As a SAIT student, you are expected to:

- Understand and follow academic conduct requirements
- Complete and submit your own original work
- Properly acknowledge and cite resources
- Follow your instructor's expectations for collaboration, assessment and AI use
- Ask questions if you are unsure about the assignment or assessment requirements
- Seek support early if you need help with your coursework



**SCAN TO VISIT THE
OFFICE OF COMMUNITY
CONDUCT WEBPAGE**

WHAT IS ACADEMIC MISCONDUCT?

Academic misconduct is any action or attempted action that intends to or may create an unfair academic advantage for yourself or another student. At SAIT, Academic Misconduct falls into three broad categories: plagiarism, cheating and other types of academic misconduct.

Plagiarism

Plagiarism occurs when you intentionally or unintentionally use someone else's ideas, words, images, work or content without properly acknowledging the original source.

Cheating

Cheating occurs when a student acts, attempts to act unfairly or dishonestly to gain an advantage in coursework, tests, exams, or other evaluations. Cheating can occur individually or in collaboration with others.

Artificial Intelligence (AI)

SAIT recognizes that AI technologies can be valuable learning tools. However, using AI for graded coursework, assignments, tests, or exams is not permitted unless your instructor has explicitly authorized its use. Misuse of AI for graded coursework falls under the cheating category of Academic Misconduct.

Other Types of Academic Misconduct

Some forms of academic misconduct do not fall under plagiarism, cheating, or unauthorized use of AI. These actions may still create an unfair academic advantage, interfere with another student's work, or compromise the integrity of the learning environment.

How to Avoid Academic Misconduct

Review tips to help you avoid being involved in or accused of academic misconduct.



HOW TO AVOID ACADEMIC MISCONDUCT

Important to Note

Not knowing the policy is not considered a valid justification for academic misconduct. Attempted misconduct may be treated the same as completed misconduct.

It is your responsibility to review SAIT's Academic Conduct Policy and related documents, and to familiarize yourself with the expectations before classes and assessments begin.



SAIT'S ACADEMIC CONDUCT POLICY

Examples of Student Academic Misconduct

Review examples of plagiarism, cheating and other forms of academic misconduct. Schedule A: *Examples of Student Academic Misconduct*:



LEARN MORE

OFFICE OF COMMUNITY CONDUCT

MB201, Stan Grad Centre
student.conduct@sait.ca



SAIT'S OFFICE OF THE OMBUDSPERSON

The Office of the Ombudsperson is an independent, impartial, and confidential resource available to all SAIT students. The Ombudsperson helps students understand their rights and responsibilities, navigate SAIT policies and procedures, and explore options for resolving concerns fairly.

The Ombudsperson may be able to help if you:

- Need help understanding a SAIT policy, procedure, or regulation
- Have questions about academic or non-academic misconduct processes
- Are experiencing conflict with another team member of the SAIT community
- Have concerns about fairness, due process, or decision-making
- Need help in identifying options and addressing a difficult situation

You can meet with the Ombudsperson by booking an appointment.



**BOOK AN
APPOINTMENT**

Scan the below QR code for more information about SAIT's Office of the Ombudsperson:



**MORE
INFORMATION**

OFFICE OF THE OMBUDSPERSON

MC201, Stan Grad Centre
403.284.8511
ombudsperson.info@sait.ca



ACADEMIC ADVISING: YOUR PARTNER IN ACADEMIC SUCCESS

Academic Advisors are here to help you make informed decisions about your education and future. From planning your courses, exploring program options, navigating academic policies, and looking for support, your Academic Advisors can help you understand your options and connect you with the right resources.

Don't wait for a problem to arise!

Book an Advising Appointment

Every academic school has a dedicated team of Academic Advisors.

How To Book An Appointment

1. Scan the Connect with an Academic Advisor QR code below or visit the Academic Advising webpage and select "Book an appointment".
2. Choose the appointment that works best for you:
 - Schedule a future appointment or,
 - Join the virtual queue during drop-in hours
3. Select your academic school and program to connect to the appropriate academic advising team.
4. Select the name of the advisor from the drop-down list.
5. Select either an in-person or virtual appointment and the date and time you would like to meet.
6. Confirm your booking. You will receive text and email reminders with important appointment details.

Important to Note: Same day drop-in advising is intended for quick sessions and is typically limited to 10 minutes. For more in-depth discussions about your academic goals, program planning, or complex concerns, please book a full advising appointment.



**CONNECT WITH
AN ADVISOR**

Before Your Appointment

To make the most out of your advising session:

- Review any questions or concerns you would like to discuss.
- Gather relevant program or registration information.
- Check the Academic Advising webpage for appointment tips and resources.

Your academic journey comes with important decisions. Academic Advising is here to provide guidance, answer questions, and help you make informed choices along the way.

Need Support Sooner?

If you are experiencing urgent academic, personal, or other challenges that may affect your success, do not wait for your advising appointment. Submit an Early Support Form and an advisor will review your submission and connect you with the right support and resources.

Scan the QR code to access the Early Support Form.



**REQUEST
EARLY
SUPPORT**

Academic Advising FAQs

SAIT's Academic Advising page covers common questions about registration, course selection, fees, funding, schedules, withdrawals, transfer credit, and more.



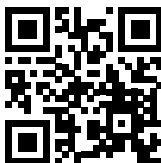
**FAQ AND
STUDENT
RESOURCES**



TOOLS FOR STUDENT SUCCESS

Lamb Learner Success Centre

Whether you are looking for accessibility accommodation, financial advising, learning skills, or neurodiversity support, the Lamb Learner Success Centre is here to help.



Financial Advising

Financial Advisors can help you understand your options and connect you with resources that support your educational journey.

Support includes:

- Accessing student loans and grants
- Finding available scholarships, awards and bursaries
- Student loan repayment information
- Budgeting and financial planning support
- General funding questions



**LEARN
MORE**

FINANCIAL ADVISING

MC221, Stan Grad Centre
403.284.7054
financial.advising@sait.ca

Accessibility Advising

If you have a documented disability, medical condition, or learning challenge, Accessibility Services can help you access accommodations that support your success.

Support includes:

- Classroom and exam accommodations
- Adaptive technology and learning support
- Consultation and referrals
- Assistance with funding applications for services, equipment and technology

Get Started in 3 Steps

1. Complete the Accessibility Services Intake Form
 - Start by submitting the online intake form through Accessibility Services
2. Provide your documentation
 - Submit medical or other support documentation that outlines your accommodation needs
3. Meet with an Accessibility Advisor
 - An Accessibility Advisor will review your documentation, discuss your needs and work with you to determine appropriate accommodation

Ready to make an appointment? Scan this QR code to submit your intake form!

ACCESSIBILITY SERVICES

MC221, Stan Grad Centre
403.774.5093
accessibility.services@sait.ca



Learning Support

The Lamb Learner Success Centre offers a wide variety of online and self-serve resources and support for:

- Time-management
- Memory skills
- Exam-writing
- Note-taking
- Reading strategies



Track Your Progress

Wondering where you stand in a course?

Use the Interactive Grade Calculator to estimate your final grade, track your progress and better understand how individual assignments and exams contribute to your overall mark.



ACCESS THE GRADE CALCULATOR

Neurodiversity Support

Every student learns differently. SAIT's Neurodiversity Specialist provides tailored support for neurodivergent students, helping students navigate academic life and developing individual strategies for success. Students can access coaching on executive functioning strategies and self-advocacy skills, including regular progress check-ins.

Other supports include:

- ADHD Peer Support Group
- ADHD Board Game Group
- Body-Doubling Programming
- Neurodiversity Lending Library

Neurodiversity Alliance

The Neurodiversity Alliance supports events and activities for neurodiverse students, including:

- ASD and ADHD Awareness Days
- Neurodiversity Celebration Week

Join the Neurodiversity Alliance Teams channel to stay up to date on events and activities.



NEURODIVERSITY ALLIANCE
neurodiversity@sait.ca



Reg Erhardt Library

The Reg Erhardt Library is more than just a place to study. It is your go-to resource for research, assignments, quiet focus, group projects and academic success.

Research Help When You Need It

Not sure where to start on an assignment?

Library staff can help you:

- Find reliable sources
- Navigate databases and e-resources
- Assist with citations and references
- Strengthen your research skills



You can get support in person, online or through live chat.

Find Your Study Space

Everyone studies differently.

The library offers:

- Collaborative study areas
- Quiet individual study spaces
- Bookable study rooms for group work
- Individual study booths



Need a place to focus? Head downstairs. Looking to work on a group project? The main floor is designed for collaboration.

REG ERHARDT LIBRARY
MC111, Stan Grad Centre
403.284.8616
library@sait.ca

YOUR WELL-BEING MATTERS



Student Development and Counselling

Student success isn't only about grades. It is about finding balance, building confidence, and making the most of your student experience.

Whether you are looking to strengthen your well-being, navigate a life transition or challenge, enhance academic performance or connect with support, Student Development and Counselling is here to help you thrive. Same-day, drop-in appointments available. Phones and Microsoft Teams messages are answered live during business hours so you do not have to wait for personal support.

Counsellors can support you with:

- Stress and anxiety
- Mental health and well-being
- Personal and relationship concerns
- Adjusting to post-secondary life
- Career planning

Your conversations with a counsellor are private and confidential, giving you a space to focus on your well-being, personal growth, and success.

There are three ways to book an appointment with a counsellor:

- Visit their office at AA205, Heritage Hall
- 403.284.7023
- Microsoft Teams: Search Student Development and Counselling

Learn more about Student Development and Counselling and how they can help support your journey.



**STUDENT
DEVELOPMENT AND
COUNSELLING**

Zen Den

Need a break between classes? Looking for a quiet space to recharge?

The Student Zen Den is a dedicated space designed to help you recharge, refocus, and reset. Located at MB228, Stan Grad Centre, SAIT Main Campus, the space is open from Tuesday to Thursday from 11 am to 3 pm.

The Zen Den offers:

- A quiet, sensory-friendly environment
- Comfortable seating and calming lighting
- Relaxation and mindfulness tools
- Creative self-care activities
- Space for reflection and recharging

The Zen Den is designed for well-being and self-care activities. It is not intended as a study space, lunchroom or nap room.

Take a moment for yourself and discover one more way SAIT supports your well-being.



**THE STUDENT
ZEN DEN**

**STUDENT DEVELOPMENT
AND COUNSELLING**

AA205, Heritage Hall
403.284.7023

Interfaith Centre

The Interfaith Centre is a welcoming space where students of all faiths, spiritual traditions and worldviews can find connection, support and community.

The Interfaith Centre offers:

- Spiritual support and guidance
- Chaplains from diverse faith communities
- Interfaith programs and events
- Community gathering spaces
- Personal prayer and meditation spaces
- Religious accommodation support

The Interfaith Centre also provides access to the Student Food Pantry and Free Food Fridge, helping students access food support when needed. Because the program is donation driven, dietary restrictions cannot be accommodated, and stock is not guaranteed.

Access the Student Food Pantry and Free Food Fridge in the Interfaith Centre, MB305, open weekdays from 10 am to 3 pm.

INTERFAITH CENTRE

MB305, Stan Grad Centre
403.284.7023
interfaith@sait.ca

Interfaith Community Spaces

The Interfaith Centre oversees a variety of community spaces, both drop-in and bookable. Scan the QR code below to see spaces available to you.

Religious Accommodation

Need support observing a religious holiday or practice without affecting your academic obligations?

The Interfaith Centre can help students navigate religious accommodation requests related to academic activities including exams and coursework.

Important to note that requests must be submitted at least 10 business days in advance of the religious observance.

Scan this QR code for more information on submitting a Religious Accommodation request:



**RELIGIOUS
ACCOMMODATION
REQUEST**



**INTERFAITH
COMMUNITY
SPACES BOOKING**



**FROM
CLASSROOM
TO CAREER.**

GET CAREER READY



Career Advancement Services

Your career journey starts on day one.

Career Advancement Services helps you build the skills, confidence, and connections you need to prepare for part-time jobs, work-integrated learning opportunities, and your future career.

Whether you are exploring career options, building your resume, or preparing for your first interview, Career Advancement Services is here to help.

Meet with a Career Advisor for personalized support, including:

- Resume and cover letter reviews
- Interview preparation and mock interviews
- Job search strategies
- Networking advice
- LinkedIn profile optimization
- Career planning and goal setting

To get started, book a one-on-one with a Career Advisor through My Career Hub.

My Career Hub

My Career Hub is your one-stop destination for career development, job opportunities, events, workshops, and co-curricular recognition at SAIT.

Use your My Career Hub account to:

- Book appointments with a Career Advisor
- Access volunteer, part-time, seasonal, practicum/co-op, and graduate job postings
- Save job searches and receive notifications about new opportunities
- Sign up for networking and recruitment events
- Record co-curricular involvement and volunteer experiences
- Explore self-serve career resources including resume and cover letter samples, interview preparation tools, and networking tips
- Sign up for Industry Mentorship opportunities



**DIRECTIONS
TO LOG INTO
MY CAREER HUB**

CAREER ADVANCEMENT SERVICES

MC221, Stan Grad Centre
student.employment@sait.ca

YOUR STUDENT HEALTH INSURANCE



Your Health and Dental Coverage

Your Saitsa Health and Dental plan helps cover many of the costs that come with staying healthy while you are in school. That means support for things like prescription drugs, dental care, massage therapy, vision care and more.

Who's Covered?

- All international students
- Full-time domestic students in eligible programs

Out-of-Province Students

If you are studying in Alberta but remain a resident of another Canadian province or territory:

- Notify your home province that you are studying in Alberta
- Keep your provincial health card active and up to date
- Continue using your home province's health coverage while studying at SAIT

International Students

International students need to register for an Alberta Health Care card before you can access your health and dental benefits. As soon as possible, apply for the Alberta Health Care Insurance Plan (AHCIP). You can request an AHCIP application at any Alberta Registry office.

Bring the following documentation to the Registry to complete your application:

- Your passport
- Study permit
- Proof of enrolment at SAIT

You should receive your Alberta Health Care card in the mail, 2–3 weeks after submitting your AHCIP application.

Activate your benefits

Do not wait until you need them. Register your benefits account at saitsa.com to access your digital benefits card and learn how to submit claims.



**ACCESS
SAITSA
BENEFITS**

SAITSA RESOURCE CENTRE

MC107, Stan Grad Centre
403.210.4323
saitsa.centre@edu.sait.ca

GET ACTIVE, GET CONNECTED.

Saitsa Student Clubs

Find your people and make the most of your SAIT experience through Saitsa Student Clubs. With dozens of student-led clubs covering academic, professional, cultural, recreational and special-interest areas, joining a club is one of the easiest ways to build connections outside the classroom.

Why Join a Club?

- Meet students who share your interests
- Build your network and professional connections
- Develop leadership and teamwork skills
- Participate in events, activities and community initiatives
- Club membership is free for SAIT students

Browse the Saitsa Club Directory and join through the Student Club Portal using your SAIT credentials.



Trojans Athletics and Recreation

Stay active, challenge yourself, and connect with the SAIT community with Trojans and Athletics and Recreation.

Athletics and Wellness Centre

The Wellness Centre's temporary location is open to all current SAIT students with a valid SAIT eCard.

The 15,000 square foot facility is located behind the East Hall residence on SAIT's main campus.

Features include:

- Cardio and strength-training equipment
- Free weights
- Full-size basketball court
- Locker room and showers
- Wide variety of equipment such as basketballs, volleyballs, badminton and more!

Trojans Club Sports

If you are looking for a friendly competition, Trojans Club Sports provide students of all skill levels a chance to participate in an organized recreational sport.

Club sports offering includes:

- Cricket
- Esports
- Fastball
- Rugby

Cheer On The Trojans

Support your fellow students by attending varsity games and events. SAIT Trojans compete at the collegiate level in sports including:

- Badminton
- Basketball
- Curling
- Golf
- Hockey
- Running and Indoor Track
- Soccer/Futsal
- Volleyball



Game schedules, team information and recreation opportunities can be found online.

— TROJANS, ATHLETICS AND RECREATION

NJ112, Senator Burns Building
403.284.8027
campus.centre@sait.ca

VOLUNTEER AT SAIT

Two Quick Ways To Volunteer

1 Register to volunteer with Saitsa, your Student Association! Scan the link to access their volunteer registration.



2 Email the First Year Experience team to be added to the volunteer contact list for institutional events. Scan the QR code to join now!



As a student volunteer, you'll meet new people, expand your network, and gain valuable hands-on skills. There are many opportunities to get involved throughout the year, including:

- Open House
- New Student Orientation
- Student Supports Fair
- Saitsa events and programming
- Community engagement activities
- And many more campus events and initiatives!

Take advantage of opportunities that help you build connections, develop skills, and enrich your student experience.



UPCOMING EVENTS FOR FIRST YEAR STUDENTS



Your first few months at SAIT are full of opportunities to connect with classmates, discover campus resources, and get involved in community. The following events will make your first semester a blast!

Event	About	Details
Get to Know Saitsa	Meet your Students' Association, discover campus resources, and learn how Saitsa supports your student experience.	Tuesday, September 1 10 am to 2 pm, Irene Lewis Atrium, Stan Grad Centre
Saitsa Solar Jam	A campus-wide celebration of entertainment and fun activities. A great opportunity to connect with fellow students while having fun!	Thursday, September 3 10 am to 2 pm, Irene Lewis Atrium, Stan Grad Centre
Student Supports Fair	Meet on-campus and community support teams and discover services that support your academic, personal and professional success.	Tuesday, September 15 10:30 am to 1:30 pm, Irene Lewis Atrium, Stan Grad Centre
Student Services Pop-Up Booths	Quick and convenient opportunities to connect with Student Services support teams, ask questions and discover available resources.	Monday–Thursday, September 21–24 11 am to 1 pm, Senator Burns Building and Stan Grad Centre
Club Expo	Meet student clubs, explore your interests, and find ways to get involved on campus.	Tuesday–Wednesday, October 13–14 11 am to 2 pm, Irene Lewis Atrium, Stan Grad Centre

Scan the QR code to view the SAIT Events Calendar for the latest event details, dates, and registration information.

Tip: Events are regularly promoted through Student Bulletin, SAIT email, and campus digital screens, so be sure to check them often and stay informed.



Getting to know you

BINGO

Find someone that fits each description and write their name in the corresponding space.

SOMEONE WHO LOVES TO DANCE	SOMEONE WHO HAS LONG HAIR	SOMEONE WHO HAS A BROTHER	SOMEONE WHO IS WEARING EYEGLASSES
SOMEONE WHO IS AFRAID OF SPIDERS	SOMEONE WHO LOVES FRUITS	SOMEONE WHO CAN PLAY A MUSICAL INSTRUMENT	SOMEONE WHO LIKES TO READ BOOKS
SOMEONE WHO LOVES SPORTS	SOMEONE WHO CAN DO A CARTWHEEL	SOMEONE THAT CAN SPEAK ANOTHER LANGUAGE	SOMEONE WHO OWNS A PET
SOMEONE WHO IS LEFT HANDED	SOMEONE WHO IS SCARED OF HEIGHTS	SOMEONE WHO LOVES TO SWIM	SOMEONE WHO IS BORN IN THE SAME MONTH AS YOU

ONLINE SCAVENGER HUNT



Read the question and search for the answers online.

Write the answers into the form along with where you found them.

Find the page on SAIT.ca where you can access counselling services for mental health support. What is the phone number to schedule an appointment?

Find the page on SAIT.ca for accessibility services. What direction does the webpage give for booking an appointment with an Accessibility Advisor?

Find the page on SAIT.ca where you can book library study rooms. How many bookable spaces does the library have?

Find the SAIT Student Code of Conduct on SAIT.ca. What is the definition of "Academic Misconduct" given on the first page of the document?

Find the page on SAIT.ca for sexual assault and violence. What are the days and times of drop-in office hours for speaking with the Sexual Violence Program Coordinator and Educator?

Find the page on SAIT.ca for academic advising. How do you book an appointment with an academic advisor?

Find the page on SAIT.ca for Career Advancement Services. What 4 online resources are provided to help students find and explore jobs?

Find the Interfaith Centre webpage. What are the hours and location for the Student Food Pantry program, through which students can get free food that has been donated by campus partners?

FIND THE RIGHT SUPPORT

Use this directory to connect with the right team.

School	Location	Contact Information
Academic Upgrading and Open Studies	MC217, Stan Grad Centre	403.210.5756; upgrading@sait.ca 403.284.8923; open.studies@sait.ca
MacPhail School of Energy	KA440, Johnson-Cobbe Energy Centre	403.284.8451; macphail.students@sait.ca
School for Advanced Digital Technology	NN401, Senator Burns Building	403.284.8543; sadt.info@sait.ca
School of Business	NN701, Senator Burns Building	403.284.8485; business.advising@sait.ca
School of Construction	CB410, Aldred Centre	403.284.8367; construction.info@sait.ca
School of Health and Public Safety	R213, Senator Burns Building	403.284.8500; hps.info@sait.ca
School of Hospitality and Tourism	G230, E. H. Crandell Building	403.284.8612; hospitality.info@sait.ca
School of Manufacturing and Automation	CB410, Aldred Centre	403.284.8641; ma.info@sait.ca
School of Transportation	TT468, Thomas Riley Building	403.284.8471; transportation.info@sait.ca
Service	Location	Contact Information
Campus Security	Q100, Eugene Coste Building	403.284.8000 (Emergency) 403.284.8530 (Non-Emergency) campus.security@sait.ca
First Year Experience	KA305, Johnson-Cobbe Energy Centre	fye.programs@sait.ca
ITS Service Desk	MB027, Stan Grad Centre	403.774.5200; its.support@sait.ca
Office of the Registrar	2nd floor, Heritage Hall	403.284.7248
SAIT Bookstore	MB107, Stan Grad Centre	403.284.8010; sait@bkstr.com
Organization	When To Contact	Contact Information
Alberta One-Line for Sexual Violence	Confidential support, information, and referrals related to sexual violence	1.866.403.8000
Distress Centre Calgary	24/7 crisis support, emotional support and crisis intervention	403.266.HELP (4357)
Emergency Services	Immediate emergencies involving health, safety, crime or fire	911
Health Link Alberta	24/7 access to registered nurses for health advice and information	811

BOLD FUTURES START HERE.



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