



RAINFOREST AND TROPICAL SCIENCE ENV0003

HOW TO APPLY: There are 3 categories of Pembroke students. Make sure you are reading the information for the group that applies to you:

Group 1 Pembroke: Outdoor Adventure/Adventure Naturalist students

>Group 2 Pembroke: Other full-time students who need a winter 2012 General Education (Gen Ed) elective.

Group 3 Pembroke: Students (full-time or part-time day students) who DO NOT need an elective in winter 2012

YOU ARE IN GROUP 2 IF: You are a full-time student at Pembroke Campus (Non-Outdoor Adventure/Outdoor Adventure Naturalist)

YOUR SITUATION: "I have to choose a General Education course for my 2012 winter semester".

YOUR APPLICATION PROCESS: If a General Elective in winter 2012 is an option for you and you wish to register in Rainforest and Tropical Science ENV0003, follow the steps below:

IMPORTANT DATES AND DEADLINES:

Nov. 30, 2011 – Registration and down payment of \$1,000 required.

Jan. 12, 2012 – Course introduction and orientation. Balance of \$1,500 due (cheque or credit card).

Feb. 13, 2012 – Final pre-trip meeting. Tickets and practical training agenda issued.

Feb. 16, 2012 – Depart Toronto for Costa Rica.

Feb. 23, 2012 – Return from Costa Rica to Toronto.

Step 1 – Confirm Your Spot - Contact Chris Melmoth (Room 202A) or Cameron Dubé (202), to confirm if a seat is available.

Step 2 - Register

a. See your co-ordinator for permission to take the Rainforest course. Complete a 'Drop/Add' form to 'Add' Rainforest and Tropical Science ENV0003, Section 010.

b. If approved, your co-ordinator will ensure the completed 'Drop/Add' form is sent to the Registrar's Office.

Step 3 – Complete this [Payment Form](#) (PDF) and return by fax, mail or in-person to:

Steve Bennett, Marlin Travel

1108 Pembroke St. E.

Pembroke, ON K8A 7R5 (located inside Wal-Mart)

Ph: 613 635-7240

Email: steve.bennett@marlintravel.ca

FAX: 613-735-5942

Hours: Monday to Friday 9 a.m. to 8 p.m.

Saturday: 9 a.m. to 4 p.m.

Sunday: 12 noon to 4 p.m.

Step 4 – Check Blackboard - Once registered, ENV0003 will show up on your list of Blackboard courses and you will be responsible for course completion.

(NOTE: if the Rainforest course does not show up on your Blackboard account after 24 hours, go to the Admissions Office in Room 214 and they will check into it for you.)