

A GUIDE TO CAMPUS SERVICES FOR STUDENTS



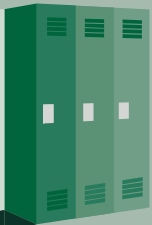
connections | THE CAMPUS STORE



FOOD SERVICES



PARKING, CARD, AND LOCKER SERVICES



RESIDENCE Welcome Home











ABOUT

At **Campus Services**, we're all about making your time at Algonquin College simple and enjoyable, so you can focus on achieving success.

We get it. You practically live on campus, and that's why we've put together this guide just for you to navigate the wide array of services we offer. Whether you need to pick up your AC Card, satisfy your cravings with a delicious meal, or figure out which parking option is best for you, Campus Services has got your back.

So, what exactly do we do?

-  Food & Conference Services
-  Parking, Lockers & Card Services
-  Print Services
-  Retail Services
-  Course Material Services
-  Residence Service

We're excited to be part of your college journey, and we're here to support you every step of the way. Feel free to reach out if you have any questions or need assistance.

Enjoy your time at Algonquin College!



AC CARD & U-PASS

AC CARD: THE ONLY CARD YOU NEED ON CAMPUS

Your AC Card (student identification card) is more than just an ID - it's your key to unlocking a world of convenience and opportunities on campus. Your AC Card can be used to:

- Access labs & rooms
- Borrow equipment, rooms & more
- Eat on campus using your meal plan
- Identification for exams & more
- Shop & pay on campus
- Print on campus

AC CASH VS. MEAL PLANS

Your AC Card has two accounts; a meal plan account and an AC Cash account. What's the difference? **AC Cash** accounts are used to spend money on campus wherever AC Cash is accepted. **Meal plan** accounts are used for food only. Visit page 7 for more details on meal plans.

FUNDING THE LIFESTYLE: HOW TO ADD AC CASH TO YOUR CARD

Adding funds to your AC Cash account is easy! You, your family members, parents, guardians, or friends can easily contribute to your account by following these simple steps:

1. Visit algonquincollege.com/accard
2. Click on "my account"
3. Select "AC card Account Login"
4. Choose "Parents" or "Students" in the login box
5. If you chose "Students", enter your Algonquin College username and password. If you chose "Parents", enter the student number & last name
6. Select the "Add Money" Tab

PRO TIPS

- You can also load funds onto your AC Cash account at one of five self-service loading kiosks on campus.
- When logging into your account use your AC username and password.

U-PASS: YOUR TICKET TO UNLIMITED TRANSIT

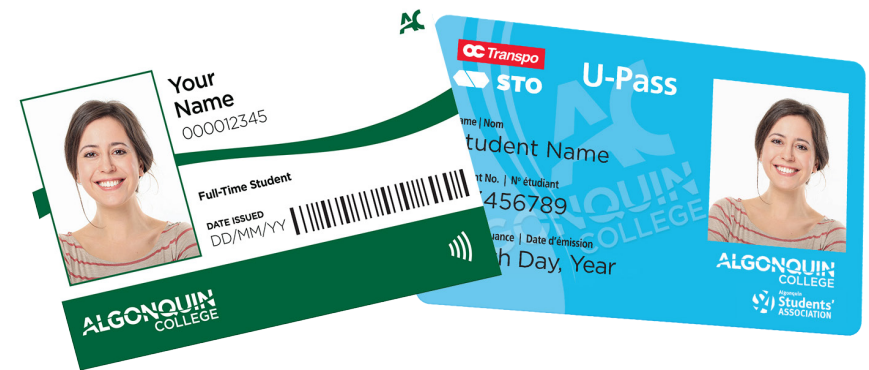
Get ready to experience the convenience and freedom of unlimited travel on both OC Transpo and STO routes with your U-Pass. As a full-time student, the cost of your U-Pass is already included in your fees. With your U-Pass you can explore the city without worrying about fares: algonquincollege.com/upass

GETTING AN AC CARD/U-PASS

1. Login to ACSIS to obtain your network username and password.
2. Using your network credentials, log in to acphoto.algonquincollege.com to submit your photo online for your AC Card and U-Pass online.
3. Be sure to pay your tuition or defer your fees.
4. **Check your email!** You will receive an email to notify you that your card(s) are ready for pickup.
5. Visit algonquincollege.com/accard to view pickup times and locations!

ONE PASS, MAKE IT LAST!

Make sure to hang on to your U-Pass from term to term. We will notify you through your student email when you are eligible to renew your U-Pass.



PRO TIPS

- To renew your U-Pass, visit the tap machines located in the first-floor atrium of the ACCE Building and in E120 to tap your card!
- If you are a returning student and already have an AC Card, you don't need a new one!
- Visit algonquincollege.com/accard for more information.

FOOD SERVICES

SAY GOODBYE TO COOKING: LEAVE IT TO US

Are you spending the majority of your day on campus? Say goodbye to cooking, meal prepping, and cleanup by opting for a meal plan! With a variety of meal options to choose from, including daily features, vegan, vegetarian, halal, and gluten-aware options, meal plans offer convenience and culinary delights.

Benefits of our meal plans include:

Saving Money | Save up to 13% every time you make a purchase.

Faster Service | Tap & go at checkout.

Less Hassle | Balances can be easily reloaded online. Balances can also be checked online or by looking at your receipt.

Choice | With ten food service locations across campus, you are never far from your next snack!

Quality Food | Food is prepared fresh daily on-site using top quality ingredients.

Dietary Accommodations | Each location has a variety of menu items that accommodate a range of dietary constraints. Food Services locations use symbols to identify vegan, vegetarian, halal and gluten aware items.

Security | Meal plans can be easily put on hold if your card goes missing.

LOCATIONS THAT ACCEPT MEAL PLANS

For a brief description of each Food Services location, visit page 10 of this booklet.

- Bits n' Bytes
- Starbucks*
- Booster Juice
- The Fix Eatery
- Marketplace Food Court
- Tim Hortons
- Observatory*
- 35th Street Market Café
- Portable Feast
- Wolves Den*



*Starbucks, the Observatory and Wolves Den are owned and operated by the Algonquin Students' Association.

MEAL PLANS 101: YOUR GUIDE TO EASY DINING

When it comes to dining on campus, we've got you covered with convenient and flexible Campus meal plans. By loading funds onto your AC Card, you can enjoy a seamless dining experience while saving up to 5% on purchases. Meal plans work on a declining balance system using your AC Card. Purchasing and using your Campus meal plan is as easy as 1, 2, 3!

1. Purchase & load funds to your meal plan online at onlineplan.algonquincollege.com
2. Present your AC Card at checkout.
3. Tap your card to pay!

Stay on top of your meal plan balance with ease. Visit onlineplan.algonquincollege.com or request a receipt to check your balance. Knowing your remaining balance ensures you can plan your meals accordingly. It's all about convenience and control.

For more details, visit algonquincollege.com/foodservices

RESIDENCE MEAL PLANS (2024-2025)

For students living in Residence, our Residence meal plans offer the best value for your money, allowing you to save up to 13% every time you enjoy a meal.

If you're a first-time resident, the two-term meal plan is mandatory. This plan ensures you have access to delicious meals throughout your stay in Residence.



PLANS	1 TERM	2 TERM
LIGHT	\$1,430	\$2,860
REGULAR	\$2,055	\$4,110
PREMIUM	\$2,580	\$5,160

If you're interested in a residence meal plan, but are not living in residence, please contact our office at 613-727-4723 extension 7615. Two Term Meal Plans require a Minimum Usage of \$2,860 by the end of the Second Term (April 2025).

PRO TIPS

- Food Services has a Registered Dietitian available to discuss any medical or lifestyle food requirements you might have and provide the options available on Campus. Feel free to reach out to us directly to schedule a meeting.

PARKING & LOCKER SERVICES

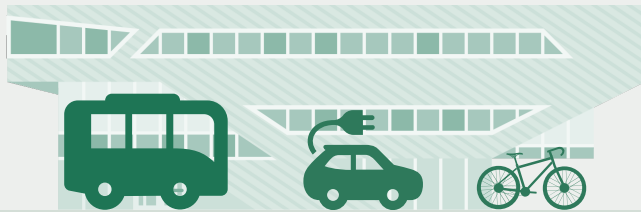
CONVENIENCE UNLOCKED: LOCKER RENTALS MADE EASY

Secure your belongings and lighten your load by renting a locker on campus. Once your timetable is available on ACSIS, you can reserve a locker effortlessly. Simply visit algonquincollege.com/lockers or visit Parking, Card, and Locker Services located in E120 (Student Commons) during business hours. We make it convenient for you to keep your belongings safe and organized.

TRANSPORTATION: SUSTAINABLE OPTIONS

At Algonquin College, we prioritize sustainable transportation options. Parking Services proudly supports various methods of eco-friendly commuting, including:

- U-Pass program
- Bike racks (700+ bike parking spots on campus)
- Car sharing with Communauto
- Carpool program
- Electric vehicle charging stations
- Self-serve bike repair stations



PRO TIPS

- You can choose a locker near your classes on algonquincollege.com/lockers
- If you purchase a Lot 8 permit, you can park in Lot 9. If you purchase a Lot 9 permit, you can park in Lot 12, should your lot be full.
- You can Park, Pay & Go using the Honk Mobile app!
- Save with MultiPacks: Purchase MultiPacks using the Honk Mobile app and enjoy a 10% discount on a pack of 10 daily parking passes when pre-paid. MultiPacks have limited availability, so make sure to purchase them early.

PARKING RATES (2024-2025)

LOT	MONTHLY	ANNUAL	PARK, PAY & GO
LOT 8	\$175	ANNUAL \$1,070 WINTER \$1,093	--
LOT 9	\$129	ANNUAL \$781 WINTER \$799	--
LOT 10	\$175	ANNUAL \$1,070 WINTER \$1,093	\$4/HOUR
LOT 11 (Residence)	\$182	\$1,086	\$4/HOUR
LOT 12	\$129	\$781	\$12/DAY
1, 5, ACCE, C, E, P & N	--	--	\$4/HOUR
LOT 7 (Visitor)	--	--	\$4/HOUR \$18/DAY

EVENING & WEEKEND RATES AFTER 5 P.M.

LOT	DAILY EVENING	WEEKLY EVENING	MONTHLY EVENING
8, 9, 10 & 12	\$6	\$6	\$30

MULTIPACK (10 PASSES AT 10% OFF) RATES

LOT	DAILY RATE	DAILY RATE WITH MULTIPACK	MULTIPACK TOTAL PRICE
12	\$12	\$10.80	\$108

*Annual permits are active from September-August

*Winter permits are active from January-December

For more details on parking, visit algonquincollege.com/parking

Prices displayed are inclusive of all fees and charges.



CONNECTIONS: THE CAMPUS STORE (H110)

Get your course materials, AC clothing, school supplies, and tech here.

RESIDENCE AND CONFERENCE CENTRE

More than 1,000 students call our Residence home during the school year!

35TH STREET MARKET CAFÉ

This location is both a food service location and market, offering fresh hot and cold meals, grab and go options and a variety of convenience items.

THE PRINT SHOP

Located in Connections, our Quick Copy Center can make your projects look professional.

TIM HORTONS

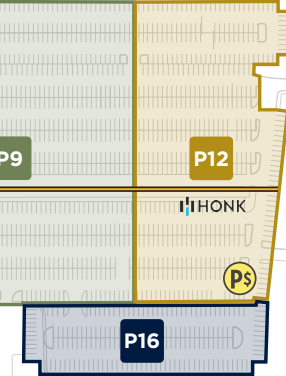
Find your Tims favourites here including hot & cold beverages, freshly made treats and meal options.

RESTAURANT INTERNATIONAL PRO PHYSIO

PRO PHYSIO

Pro Physio Algonquin is part of Ottawa's largest physiotherapy network.

RESIDENCE STUDENT PARKING P11



Navaho Drive

Wajashk Private

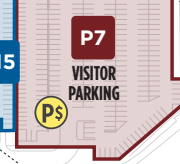
Wabisheshi Private

Nigig Private

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Adjidiak Private

Wabisheshi Private



THE FIX EATERY

This location offers sushi, a grill, soups, salads, and much more.

THE PORTABLE FEAST

This location will satisfy all of your Mexican cravings! You will also find a large selection of Fresh Express items here.

MARKETPLACE FOOD COURT

Here you will find custom, freshly prepared meals for any time of the day. This location also has many vegetarian, vegan and gluten aware options!

BITS N' BYTES CAFE

This café focuses on fresh food with a Greek flair. Find a variety of freshly made salads, chicken souvlaki, panini sandwiches, pastries, coffee and more!

BOOSTER JUICE

Offering smoothies, juices and a selection of fresh wraps and paninis.

PARKING, LOCKERS AND CARD SERVICES (E120)

Purchase your parking permit, rent a locker and get your U-Pass and AC Card here!

COME VISIT US!

FIND US | #ACspirit   

PRINT SERVICES

PRINT IT, COPY IT, SCAN IT: FINDME PRINTERS ON CAMPUS

The College FindMe Printers allow you to print, copy and scan at a variety of convenient locations across campus. To easily send your document to a FindMe printer on campus:

1. Print from library and lab computers using the FindMe Printer driver.
2. Install and use the Mobility Print driver on your mobile device.

Once you have sent a document to print, you can choose to print to FindMe printers located in labs, common areas, classrooms and hallways. On FindMe printers, simply tap your AC Card and follow the prompts on the screen to begin your print jobs.

MOBILITY PRINT: PRINT ON THE GO

Print from your phone, tablet, or laptop effortlessly with Mobility Print. Print your document directly from your device by tapping your AC Card on a campus printer. Before printing, check your available print balance and add AC Cash if needed.

Use your Algonquin College username and password as your login credentials for on-campus printing.

DYK: YOU GET AN \$11 PRINT BALANCE EACH SEMESTER?

Full-time students who have paid the full IT Fee receive a \$11 Print Balance at the start of each term (one hundred 8.5 x 11 printed black and white pages). Print balances are non-refundable and do not roll over into future terms. Don't have a print balance? You can still print by adding funds to your AC Card.

For more details on student printing, visit algonquincollege.com/studentprint

PRO TIPS

- You must be on the campus AC Secure wifi network to print.
- You can print from Windows, Apple, Android or iOS!
- Ottawa campus has 85+ printers across campus!
- Select printers on campus print in colour and carry various sizes of paper. Visit algonquincollege.com/studentprint to use the printer map to find a printer near you!

THE PRINT SHOP: PRINTING MADE EASY

The Print Shop is your go-to destination for a wide range of print products and professional services. Equipped with cutting-edge technology, we are here to support you with your assessments and personal projects, turning your vision into reality. Explore some of the general services we offer:

- Black & colour printing
- High volume printing
- Print-on-Demand and short run printing
- Bindery & finishing
- Wide-format printing, banner stand & display printing
- Signage and wayfinding
- Student business cards (Algonquin College branded & custom)
- Poster board mounting
- Laminating
- Print production consultation & support

Conveniently located within Connections: The Campus Store (H110), The Print Shop offers a seamless experience for all your printing requirements. For more details on The Print Shop and how we can assist you, visit algonquincollege.com/printshop



RESIDENCE

WELCOME: YOUR HOME AWAY FROM HOME

Choosing to live in Residence provides you with everything you need to make your college experience exceptional. From convenience and engaging events to all-inclusive fees, our Residence environment is designed to foster student success and create unforgettable memories.

RESIDENCE LIFE: EMBRACE THE LIFESTYLE

Living in Residence is more than just having a place to stay—it's a vibrant lifestyle that allows you to shape your academic journey beyond the classroom. Discover the true sense of community as you immerse yourself in Residence Life. Take the opportunity to develop your leadership skills by joining Residence Council or unwind and enjoy the various Residence Life events. Your experience is entirely in your hands!

AMENITIES: YOUR COMFORT IS OUR PRIORITY

Each suite in Residence offers two fully-furnished bedrooms, a shared bathroom, and a shared kitchenette, providing you with a cozy and convenient living space. Explore your future home by taking a virtual tour at:

virtualtour.algonquincollege.com/algonquin



RESIDENCE RATE CHART (2024-2025)

TWO-TERM ACADEMIC YEAR	THREE-TERM ACADEMIC YEAR
<p>Option 1: Full Payment (Save \$150) \$610 due on acceptance \$8,250 due on July 15, 2024</p> <p>Total Residence Fees = \$8,860 + Meal Plan</p>	<p>Option 1: Full Payment (Save \$150) \$610 due on acceptance \$11,370 due on July 15, 2024</p> <p>Total Residence Fees = \$11,980 + Meal Plan</p>
<p>Option 2: Split Payment (Admin Fee) \$610 due on acceptance \$1,500 due on July 15, 2024 \$3,500 due on September 20, 2024 \$3,400 due on January 20, 2025</p> <p>Total Residence Fees = \$9,010 + Meal Plan</p>	<p>Option 2: Split Payment (Admin Fee) \$610 due on acceptance \$1,500 due on July 15, 2024 \$3,500 due on September 20, 2024 \$3,400 due on January 20, 2025 \$3,120 due on April 15, 2025</p> <p>Total Residence Fees = \$12,130 + Meal Plan</p>

At Residence, we are committed to providing you with a welcoming and supportive environment that enhances your college journey. We look forward to having you join our Residence community and creating unforgettable memories together!

To learn more about Residence and apply, visit algonquincollege.com/residence

PRO TIPS

- The Roommate Portal opens the first week of August - check your email inbox for a notification!
- Space is available under the bed for storage bins!
- Customize your room! 3M hooks are permitted in rooms to hang your artwork and decorations.
- Applications for Residence are processed on a first come, first served basis.

RETAIL SERVICES

THE CAMPUS STORE: YOUR ONE-STOP SHOP

Connections: The Campus Store is your go-to destination for all your academic and lifestyle needs. We offer a wide range of products, including required course materials, electronics, Algonquin College branded clothing and much more. Whether you prefer shopping in-person during store hours or online 24/7 at thecampusstore.ca we've got you covered.

Our friendly and knowledgeable staff are here to assist you with all your needs. Our services and products include:

- Textbooks and Course Materials
- AC branded clothing & gifts
- Technology & accessories
- School supplies
- Backpacks
- Custom program hoodies



PRO TIPS

- Custom Hoodie Week takes place each year in the Fall and Winter terms. Visit thecampusstore.ca/customhoodie for details!

COURSE MATERIALS: YOUR SOURCE FOR TEXTBOOKS AND MORE

Course Material Services is your go-to for all course required items & kits and digital & print resources. Our dedicated team is committed to ensuring that you have everything you need to succeed academically.

BOOKLIST: YOUR PERSONALIZED TEXTBOOK GUIDE

Booklist is a convenient feature available at thecampusstore.ca. It provides you with a customized list of textbooks required for specific courses.

To access Booklist, simply use your Algonquin College network username and password, which can be found in ACSIS once available. Once you have your credentials, you can easily view your Booklist for the upcoming term on the Campus Store website.

We offer both print and digital formats for most textbooks, giving you the flexibility to choose the option that suits your preferences and learning style.



PRO TIPS

- We buy used books! Visit thecampusstore.ca to find out what books we are buying and turn your used books into cash!
- When checking out, choose Click & Collect as your shipping method. Your order will be ready for pickup in-person during business hours at Connections: The Campus Store.

POSTER BOARDS: STAY INFORMED AND PROMOTE YOUR EVENTS

Stay connected and informed about the latest events, activities, and programs happening on-campus at Algonquin College with Keep Posted. Approximately 50 General Interest Poster boards are strategically placed throughout the Ottawa campus, providing a platform for recognized groups to announce their special events and activities.

All notices and posters must be submitted for approval and stamping at The AC Hub, located on the 2nd floor of the E Building. It is required that you submit your materials five (5) business days prior to the desired posting date.

CAMPUS SERVICES GIVES: SUPPORTING YOUR INITIATIVES

At Algonquin College, we believe in partnering with our students to support their initiatives and events through Campus Services Gives. If you have an initiative or event that could benefit from our assistance, we encourage you to take advantage of this program. To be considered, please visit algonquincollege.com/campuservicesgives and fill out the request form. It is important to submit your form at least ten (10) business days prior to your request deadline to allow sufficient time for review and coordination.



WORK IT OUT: OPPORTUNITIES FOR EMPLOYMENT

Campus Services employs many students each year, providing valuable work experience and the chance to contribute to the campus community. If you are interested in working with us, visit algonquincollege.com/campuservices for more details and available positions.

GET SOCIAL

 [algonquincollegecampuservices](https://www.facebook.com/algonquincollegecampuservices)

 [accampuservices](https://www.instagram.com/accampuservices)

 [accampuservice](https://www.x.com/accampuservice)



Eat. Shop. Park. Print. Live.
AC



FIND US | #ACSpirit

