Assiniboine College

2026-27

PROGRAM CHECKLIST

YOUR GUIDE TO STARTING AT ASSINIBOINE

HEAVY EQUIPMENT OPERATOR

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Welcome to Assiniboine College!

As a *registered* student at Assiniboine there are things that you can do to prepare for a great Assiniboine experience. Please read the steps below to get college ready and experience campus life to its fullest.

Get College Ready

1. *KNOW YOUR PROGRAM START DATE*

Your program start date is: M a r c h 1, 2027**.** More information will follow from the School of Trades.

2. *KNOW HOW TO LOG ON TO THE COLLEGE NETWORK*

As a registered student, you received an email from the Registrar's Office providing important information about your registration, fees and payment options, multifactor authentication, student orientation, parking, login information for Assiniboine Connect (formerly MyACC), your Assiniboine network account, and your college email. Note: **If you have not received this email**, you may not be registered and may not have access to the college network. For questions related to your registration, email ***registration@assiniboine.net.***

Multifactor Authentication (MFA)

Assiniboine College requires all students and staff to use an additional method to verify identity when accessing college systems, known as multifactor authentication (MFA). MFA adds an extra layer of security to protect you, your personal information and college systems from unauthorized access and phishing attacks.

In order to access any program on the College's network, including Assiniboine Connect, you are required to:

1. Download the free DUO Mobile app on your own mobile device and follow the enrollment steps outlined in the video on the MFA webpage, visit assiniboine.net/mfa. *Note: You will only do this when you first attempt to access our college system. Do not delete the app after, you will need it for every time you login to Assiniboine services.*

OR

2. Purchase a YubiKey, costs vary by type and are available at the Bookstore. It is important to know the type required for your device.

For more information on multifactor authentication visit, assiniboine.net/mfa.

Assiniboine Connect

Assiniboine Connect allows you to view **MyClass Schedule,** financial account, current and past grades, evaluate your progress in your program, your profile (name, address etc.), **make on-line payments**, set up a payment plan (eligible programs only), change your address, view tax

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information, request a transcript, etc. ***Note: Class schedules may be modified up to and including the first day of classes, please check your schedule regularly for updates.***

Term Dates

Refer to your schedule on Assiniboine Connect for the date, time and location of your courses; Assiniboine terms are as follows:

Term	Start Date	End Date	Description
26/FA	2026-09-01	2026-12-31	2026-27 Fall Term
27/WI	2027-01-01	2027-04-30	2026-27 Winter Term
27/SP	2027-05-01	2027-06-30	2025-26 Spring Term
27/SU	2027-07-01	2027-08-31	2026-27 Summer Term

You can access Assiniboine Connect at connect.assiniboine.net. It is important that you check it regularly to ensure you are on track to graduate. Assiniboine Connect Help documents are available in Moodle and the Student Intranet. You must be logged in using MFA to access these resources.

College Email

Please note that from this point forward, **Assiniboine will use your unique college email address to contact you, (*yourusername*@assiniboine.net).** You should also use your official college email for communicating with any college department and it is important that you check your college email regularly.

For any login issues with Assiniboine Connect or your college account, please contact:
IT Service Desk
ITServiceDesk@assiniboine.net
204.725.8700 ext 6765
toll free 800.862.63074 ext 6765
or visit ITServiceDesk.assiniboine.net to search the IT knowledge base or request assistance by opening a new ticket.

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3. *UPLOAD A PHOTO FOR YOUR STUDENT ID CARD*

Getting your Student ID Card is a two-part process:

1. *Log into* Assiniboine Connect at connect.assiniboine.net with your college username and password.

2. Under 'MyPersonalInformation', click on My Photo to upload and submit your photo as soon as you are registered. *Student ID Cards are not available until a photo has been uploaded.*

Your card will be handed out by your School in the first week of classes. Visit Student ID Cards for more information.

4. *GET YOUR BOOKS & ASSINIBOINE SWAG*

Textbook and supply lists are available online 30 calendar days prior to the program start date. View the "Tools & Supplies" tab on your program page assiniboine.net/heavy-equipment-operator to obtain your copy.

Textbooks, supplies, Assiniboine clothing and uniforms can be purchased online or at the Campus Store. Visit assiniboineshop.ca for more information. The Campus Store is open from 8 a.m. to 4 p.m. Monday to Friday. ***Note: it is important that you know your schedule when purchasing your books and supplies as requirements are identified by course, not by program.***

A variety of other items, including locks, binders, pens, paper, etc. can also be purchased.

For assistance, please contact:
Assiniboine Bookstore
assiniboine@bkstr.com
204.725.8721
toll free 800.862.6307 ext 6788 or 7007
fax 204.571.0627

5. *APPLY FOR SCHOLARSHIPS & BURSARIES*

All domestic applicants/students should consider applying for scholarships and bursaries. Over $1 Million in scholarships and bursaries is available to Assiniboine students. Deadlines may vary, but many have deadlines of July 15th or October 15th. Visit assiniboine.net/awards and use our **Awards Search Tool** to find and apply for awards. Please note that there is a very limited number of scholarships and bursaries available for international applicants/students at this time.

6. *APPLY FOR FINANCIAL SUPPORTS*

Did you know most domestic students qualify for financial assistance? Our Financial Aid & Student Life Officer helps students identify and apply for financial supports, including government student loans, grants and funding to help pay for their education. Please visit edu.gov.mb.ca/msa for more

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information on applying for student loans. Please note that international students are not eligible for government student aid.

If you are a domestic student you are encouraged to register for a Financial Aid & Awards Information Session

For guidance on financial aid and awards, please contact:
Financial Aid & Student Life Officer
awards@assiniboine.net

7. *APPLY FOR TRANSFER CREDIT*

If you have taken courses at other accredited educational institutions that are the same, or very similar to courses offered at Assiniboine, you can apply for a transfer of credit. If you think this may apply to you please go to the Forms & Documents page and read policy A07 Credit for Previous Education and submit the Application for Credit for Previous Education form, along with the course outlines from your prior institution, as early as possible to the **Registrar's Office**. You may also email the completed form and outlines to transfercredit@assiniboine.net.

8. *APPLY FOR PRIOR LEARNING ASSESSMENT RECOGNITION*

Prior Learning Assessment and Recognition (PLAR) provides the opportunity to obtain credit for college level knowledge and skills gained outside of the classroom. If you have acquired learning from formal education, work, and/or volunteer experience, personal study and other life activities, you may consider applying for PLAR. To learn more, please read policy A06 Prior Learning Assessment and Recognition. Courses available for PLAR are identified with the symbol P on the Course Description pages of the current academic calendar.

9. *PURCHASE PARKING OR GET A BUS PASS*

Student parking is available at each campus. Please refer to assiniboine.net/parking for the list of options and/or pricing for your campus location.

Students studying at campuses in Brandon are eligible for the U-Pass program, which is a Brandon Transit pass sponsored by the AC Students' Association. Students require their current Student ID Card to receive a U-Pass card. Students must upload their photo prior to arriving on campus to have their Student ID Card available at their orientation or on the first day of class. Please refer to Student ID Cards for more information.

10. *REGISTER FOR THE FREE GET READY FOR COLLEGE ONLINE INFORMATION SESSION*

The Get Ready for College online session contains lots of information and gives you the opportunity to ask any questions, visit assiniboine.net/orientation for information. Your program may host a program-specific orientation, watch your college email for more information.

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11. *GET CAUGHT UP ON THE THINGS YOU NEED TO KNOW ABOUT YOUR PROGRAM*

Welcome to Heavy Equipment Operator!

his six-week in-class program provides students with a combination of training in fundamental heavy equipment operator skills as well as related training in surveying, safety and equipment servicing. Using high-end computer simulation equipment, students gain experience and confidence, before moving to hands-on heavy equipment operating.

Following the in-class program, students complete 120 hours of practicum. Practicum may be paid or unpaid at employer's discretion, students are covered by Worker's Compensation while on practicum. While Assiniboine strives to find practicum placements for students, the responsibility to find a practicum placement ultimately lies with the student.

For more information on your program visit your program page at assiniboine.net/heavy-equipment-operator

12. *CHECK OUT OUR SERVICES AND GET ADVICE*

As you prepare for your start at Assiniboine, a Student Success Advisor can assist with:

- Personal preparation needs, like child care and housing
- Medical needs or a disability
- Resources for the academic demands of college, like math, writing and study skills
- More information about your program and career options
- Questions about your classes and schedule

Accessibility/Disability Services

If you are a student with a physical, sensory and/or learning disability and/or mental health condition, contact your Student Success Advisor. They will work with you to create appropriate supports and accommodations to help you succeed in your program. Visit Accessibility and Disability for more information on services.

The Learning Curve

The Learning Curve is a great space to develop effective writing, math, computer and study skills. Assistive technology, like Read and Write Gold, will help you read and write more effectively. Learn study skills, effective test-taking strategies, time management and other learning strategies – or drop in to chat about specific learning challenges at the start of your year. Visit The Learning Curve for more information on services.

Indigenous Affairs

Our Indigenous Affairs team offers a wide range of support and services to assist students along their post-secondary journey. We liaise with academic advisors, connect students with important community resources and provide guidance to First Nations, Métis and Inuit students from a holistic perspective to support their academic goals. We act as a resource for all students and faculty in their

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efforts to acquire a true understanding of Indigenous cultures and ways of knowing. Visit Indigenous Affairs for more information on services.

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International Students

We have many support services to ensure our international students have a great experience. Visit Accepted International Students for more information.

If you have questions, please contact:
Assiniboine International
international@assiniboine.net
204.725.8700 ext 7019

Assiniboine Students' Association

Assiniboine Students' Association exists to serve students. They are the voice at Assiniboine and work hard to ensure your experience is the best it can be. The ACSA is a great opportunity for you to get involved and make some key connections within Assiniboine and the community. Visit accstudents.com, follow them on Facebook and Twitter and find out how you can get involved.

Student Health and Dental plan

All students are enrolled in StudentVIP, a student health and dental plan. This plan includes coverage for prescriptions, vision, dental, travel and more. Detailed plan information is available at studentvip.ca/ACSA.

International students are also enrolled in the student medical and wellness plan through StudentVIP, a compulsory international student health insurance. Detailed plan information is available at studentvip.ca/ACSA.

If you have questions about the plan, please contact:
Dedicated toll-free number: 1-888-918-5056
Email: info@studentvip.ca

13. *TRYOUT FOR A TEAM*

Assiniboine has Cougar pride! Tryouts are held in September and will be posted on the athletics website and social media outlets. Information on the Cougars athletics, including schedules and team rosters, can be found at assiniboine.net/athletics.

For more information on athletics at Assiniboine, please contact:
cougars@assiniboine.net
204.725.8700 ext 6340

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Contact Information

School of Trades

trades@assiniboine.net
800.862.6307 ext. 6657
204.725.8701

Student Success Advisor

tradesadvising@assiniboine.net
800.862.6307 ext. 6963
204.725.8723

Registrar's Office

registration@assiniboine.net

Don't forget to check out Assiniboine's website (assiniboine.net) and student intranet (student.assiniboine.net) for additional information.

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