



Southeast
College

Student Handbook:
Navigating Southeast College

2026/2027



Toll Free Registration – 1-866-999-7372

 @SCSaskatchewan

 Southeast College Saskatchewan

 Southeast College Saskatchewan

 Southeast College Saskatchewan

Weyburn Campus
633 King Street
Weyburn, SK
306-848-2500

Estevan Campus
532 Bourquin Road
Estevan, SK
306-634-4795

Whitewood Campus
708 5th Avenue
Whitewood, SK
1-866-999-7372

Indian Head Campus
708 Otterloo Street
Indian Head, SK
1-866-999-7372

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\\COLLEGE DIRECTORY

Registrations or General Information: Toll Free: 1-866-999-7372

IT Helpdesk: helpdesk@southeastcollege.org or (306) 848-2828

One Stop Associates: (306) 848-2852

Weyburn **Campus Hours:** Monday - Friday 8:00am - 5:00pm

Campus Manager	306-848-2519
Administrative Support	306-848-2500
Student Services Advisor	306-848-2302
Adult Basic Education Instructor	3306-848-2529
Registrar	306-848-2505
Program Coordinator	306-848-2510
Program Coordinator	306-848-2525
Marketing and Communications	306-861-0099

Whitewood **Campus Hours:** Monday - Friday 8:00am - 5:00pm

Student Services Advisor	306-735-5265
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Estevan **Campus Hours:** Monday - Friday 8:00am - 5:00pm

Campus Manager	306-637-4931
Administrative Support	306-634-4795
Student Services Advisor	306-637-4932
EAL/Literacy Coordinator	306-637-4928
Adult Basic Education Instructor	306-637-6251
Innovation and Applied Research	306-637-4921
Program Coordinator	306-637-4927
International Admissions Associate	306-637-3852
Education Coordinator	306-421-0168
Alumni & Donor Stewardship	306-421-0463
Student Recruitment and Engagement	306-421-0716

Southeast College acknowledges that we are located on the traditional lands, referred to as the Treaty 2 Territory and Treaty 4 Territory, the original lands of the Cree, Ojibwe (OJIBWĒ), Saulteaux (SO-TO), Dakota, Nakota, Lakota, and on the homeland of the Métis Nation. We respect and honour the Treaties that were made on all Territories, we acknowledge the harms and mistakes of the past, and we are committed to moving forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

// STAT HOLIDAYS AND BREAKS

STAT HOLIDAYS AND BREAKS

Breaks may vary program to program

- September 7, 2026 - Labour Day
- September 30, 2026 - National Day for Truth and Reconciliation (Orange Shirt Day)
- October 12, 2026 - Thanksgiving Day
- November 11, 2026 - Remembrance Day
- December 21, 2026 - January 1, 2027 - Winter Break
- March 26, 2027 - Good Friday
- March 29, 2027 - Easter Monday
- May 24, 2027 - Victoria Day

DAYS TO RECOGNIZE AND CELEBRATE

- September 2026 - Suicide Prevention Month
- November 2026 - Movember (Men's Mental and Physical Health Awareness Month)
- February 2027 - Black History Month
- February 24, 2027 - Pink Shirt Day
- March 8, 2027 - International Women's Day
- May 2027 - Mental Health Awareness Month
- June 2027 - Pride Month
- June 21, 2027 - National Indigenous Peoples Day

\\WELCOME NOTE

Congratulations on your admission and welcome to Southeast College!

On behalf of our Board of Governors, staff and instructors, we would like to thank you for choosing Southeast College. We value your decision in making Southeast College an investment in your future. As such, all our faculty and staff are here to support and help you through your program.

Southeast College provides a wide range of student services, academic supports, and career services information. We encourage you to take advantage of the various student services that we offer as they exist to help you get the most out of your learning experience.

Once again welcome to Southeast College, we look forward to celebrating your academic success with each of you!

Jody Holzmiller

President and CEO, Southeast College



\\COLLEGE HISTORY

Since its establishment in 1975, Southeast College has been committed to offering a diverse range of programs and services to meet the educational and training needs of the region. Over the years, the college has grown and evolved, adapting to the changing demands of the workforce and the community. “The College is the people of the community” - this was the fundamental principle Honorable Gordon MacMurchy stressed when addressing the initial charter Board members of South East Region Community College. Each and every board member addressed that challenge with a dedicated purpose, a sense of creative planning and a cooperative approach.

It was in this spirit of cooperation and community development that the College was built. Decisions about the programs/courses to run were made by people in the community, using existing facilities. The College became the community; cooperating and working together to bring programs to the community. It provided the opportunity for a lot of people to develop their self-esteem and hidden potential. A very dedicated College staff worked closely with communities to establish backbone of the college system – the volunteer contact committees. A tremendous amount of credit goes to the staff and volunteers. By 1978, this volunteer network existed in many southeast communities.

While the initial startup was slow, a firm foundation was laid through the cooperative efforts and support of the Board, College staff, contact committees, communities, school boards, the business community, the Department of Continuing Education, the Department of Agriculture, University of Regina Extension Division, the Technical Institutes and other groups in the community. Our College has a proud history of adaptation and responsiveness to the people and communities of southeast Saskatchewan.

During the first 50 years, the commitment to the founding principles of “community based” technological, trading and global trends have revolutionized the way we live, work, play and learn. These trends are leading to the global village (community), continuous education and training throughout our lives, the expectation of several careers, the learning organization and the learning community, the global information network and resource center, the electronic worldwide classroom, rural reorganization, new larger rural communities. Southeast College is proud to announce the celebration of its 50th anniversary in 2025. This milestone marks half a century of dedication to providing quality education and fostering community growth in Southeast Saskatchewan.

What is the role of the College in building the communities of tomorrow? This is the challenge for all members of the Southeast College community. In true pioneer spirit, the founders created the South East Community College from a vision based one belief in people and communities. The College is confident that this spirit is still alive and thriving in rural Saskatchewan. It will ensure that the College continues to meet the emerging needs of the people and communities in Southeast Saskatchewan in the 21st Century.

\\STRATEGIC DIRECTION

VISION

Changing lives, building strong sustainable communities to lead in a changing world.

MISSION

Transforming our communities through innovative educational opportunities.

VALUES

At Southeast College, we practice professional ethical conduct. Guided by these core values, we are:

INNOVATIVE — Proactively and courageously responding to changing needs within an environment that encourages continuous improvement.

COLLABORATIVE — Creating genuine, meaningful interactions and partnerships that embrace equity, diversity, and inclusion to achieve mutual goals and superior outcomes.

SUSTAINABLE — Supporting economic growth, social wellbeing, and environmental viability through transparent accountability and responsible stewardship.



\\ WELCOME TO SOUTHEAST COLLEGE!

Tânisi, Hau Khõla, Aniin, Hau Koda, Edlânét'e, Welcome to Southeast College!

Southeast College acknowledges that we are located on the traditional lands, referred to as the Treaty 4 Territory and Treaty 2 Territory, the original lands of the Cree, Ojibwe (OJIB-WĒ), Saulteaux (SO-TO), Dakota, Nakota, Lakota, and on the homeland of the Métis Nation. We respect and honour the Treaties that were made on all Territories, we acknowledge the harms and mistakes of the past, and we are committed to moving forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

Southeast College serves a region that encompasses over 70 communities spread throughout 20,000 square kilometers in southeast Saskatchewan. We operate campuses in four communities, including: Estevan, Indian Head, Weyburn, and Whitewood. Through partnerships with post-secondary institutions, we deliver a wide variety of career, vocational, and academic programming to meet the educational, economic and labour force demands of southeastern Saskatchewan. Additionally, the College serves many business and industry stakeholders by offering numerous business, safety, and industrial programs and courses at our six campus locations.

Southeast College is committed to offering valuable programming options, dedicated student supports, student focused events and activities and so much more during your time with us. We are confident that you will see and experience the Southeast College advantage.

The Southeast College Advantage involves:

- 1.Small Class Sizes: This ensures personalized instruction and better interaction with instructors.
- 2.Hands-On Training: Emphasis on practical, career-oriented education, especially in trades and technology.
- 3.Student Support: Enhanced support services to help students succeed academically and personally.
- 4.Scholarships and Financial Aid: Numerous scholarships and financial aid options are available to support students financially.
- 5.Convenient Locations: Campuses in four communities throughout Saskatchewan, making it easier for students to study close to home.

//STUDENTS OF SOUTHEAST COLLEGE

Who is a student of Southeast College?

A student of Southeast College is any person who has formally applied and been accepted into Southeast College, or who is currently enrolled in a Southeast College program

College Hours

College Hours Class hours are determined by individual instructors. College campus hours are generally 8:00 a.m. to 5:00 p.m.

STUDENT SUPPORTS

Student Services Advisors

Southeast College is dedicated to supporting individuals in their efforts to be successful learners. The Student Services Advisors, along with a team of dedicated instructors and staff work with students to determine and achieve their academic career goals.

Academic Support Services

- Workshops and one on one support in: learning strategies and styles, note taking, study skills, exam writing, essay writing, time management and budgeting
- Student advocacy support
- Student discipline, appeals – procedure and support

//STUDENTS OF SOUTHEAST COLLEGE

Academic Planning Services

- Assist students with their academic career and educational decisions
- Provide students with information about educational options – college, university, vocational-technical, apprenticeship, etc.
- Facilitate application procedures including advising on foreign credentials and English Language proficiency requirements
- Administer and interpret vocational and aptitude tests

Financial Services

- Provide information and facilitate the application process for different academic funding options – student loans, provincial training allowance, scholarships, etc.
- Budget planning and support services

Disability Support Services

- Facilitate disability grant applications
- Assist with program accommodations and supports

\\STUDENTS OF SOUTHEAST COLLEGE

Career Planning Services

Valuable one-on-one career advising services, helping our students become grads with jobs.

Including:

- Choosing and evaluating your career direction
- Assistance with writing resumes
- Interview preparation and tips for success
- Job search assistance

Our career services department also offers a wide variety of valuable in-house training workshops, including:

- Job search techniques
- Customizing resumes
- Writing strong cover letters
- Valuable interview skills
- Employability skills and ethics
- Cultural diversity training

Labour Market Services

- Identification of current labour market opportunities
- Provide current and relevant job search information through workshops, one on one sessions, job boards and resource centers
- Respond to labour market needs by preparing students beyond technical training

\\ STUDYING AT SOUTHEAST COLLEGE

Smaller Campuses, Bigger Opportunities

Enjoy the benefits of a smaller college atmosphere with any one of our four campus locations, including: Weyburn, Estevan, Indian Head, and Whitewood. We serve more than 70 communities, spread throughout 20,000 square kilometers of southern Saskatchewan, making it easier to deliver local education and saving you money along the way. Attending Southeast College allows you to stay closer to home and focus on your studies rather than worrying about the expenses or stress that comes with moving farther away.

Each of our campus locations offers students excellent academic support services and plenty of opportunity for extra curricular activities. Our smaller class sizes also mean a lower student-to-teacher ratio, resulting in valuable one-on-one time with more personalized instruction.

All of our campus locations offer a wide variety of programming, ensuring students have the opportunity to enroll in the classes that best suit their career goals.

Parking

We are pleased to offer free student parking at each campus location, a real benefit if you've ever had to deal with parking in larger academic settings!

Exam Invigilation

Students can write exams by arrangement in the examination room during designated times. Other members of the community needing an exam supervised can also access these services on a limited basis. Exam invigilation fees may apply. Please contact the applicable campus to make the necessary arrangements.

\\ STUDYING AT SOUTHEAST COLLEGE

Orientation

Your orientation at the beginning of the academic term will usually occur on your first day of class. There will be lots of information that will be shared with you – perhaps initially, an overwhelming amount. Don't try and remember everything but do remember there are lots of people who will answer your questions. Gather the information for reference and remember some of the people, especially your student advisor.

You can expect orientation to be about 2 hours where our Student Advisor will come introduce themselves and speak on Academic Integrity and Skills for Academic Success. The Student Advisor will also go over scholarship opportunities. Then you will hear from the Program Coordinators that will formally introduce themselves and provide any necessary information.

Following in the afternoon the international student orientation will involve representatives from the Newcomers Services Department to help with settling into the community and representatives of SaskTel will be giving a brief presentation on wireless/internet services in Saskatchewan, show products, and provide discounts.

Student Lounge and Study Area

A student lounge with café is located at our Estevan and Weyburn campus providing access to seating, a microwave and vending machines with beverages and snacks. This room is available for quiet academic study during the regular hours of college operation. The study area accommodates individual and group study.

Lockers

Some site locations are equipped lockers for student use. Students are expected to use the lockers responsibly and bring their own locks. Southeast College is not accountable for lost or stolen student property at any of its locations. Contact the front desk at your applicable campus if interested in getting one.

// STUDYING AT SOUTHEAST COLLEGE

Student Health and Wellness Services

Southeast College provides students with essential programs and services to make sure Students have affordable Health & Wellness Coverage. Check out our [Student Health and Wellness Services Hub!](#) You will receive

Domestic Students can access [My Student Plan](#) for extended health and dental coverage and [My Virtual Doctor](#) for 24/7 access to virtual health care through their smart phone, tablet or computer- anywhere in Canada! myvirtualdoctor is a service provided under the Student Health Plan - mystudentplan. If you are eligible for mystudentplan coverage, you will have access to the Virtual Health Care - myvirtualdoctor.

Students have the option to OPT-OUT from the Student Benefits Plan if you are covered by a comparable insurance from parents, spouse, work, government, or band and do not wish to Coordinate Benefits. **Before submitting your online forms, please review the eligibility criteria and read the Terms and Conditions.**

You have 30 days from the official start date of your program to submit your applications. Deadline example. If the official start date of your program is September 6th, you may submit online forms before October 6th.

International Students can access [My Canada Plan](#) for a International Emergency Health Insurance Plan for international students studying in Canada.

[My Wellness Plan](#) is an online Mental Health and Wellness Support is available for all students, regardless of their enrollment in their Student Health and Dental Insurance Plan, and what's even better is that you can continue to use mywellnessplan even after you've graduated!

Southeast College Benefits Plan Office

Email: southeastcollegeplan@mystudentplan.ca

General Inquiries Line

Monday to Friday from 7:00am-6:00pm CST

Phone: [1-877-746-5566](tel:1-877-746-5566) Ext. 7249

// STUDYING AT SOUTHEAST COLLEGE

Scholarship and Bursary

Southeast College is pleased to offer new and existing students with many scholarship and financial aid options. Through the generous support of our donors, hundreds of thousands of dollars are awarded annually to assist those who choose to pursue their studies at Southeast College. The Government of Saskatchewan also contributes a significant amount of funding through the [Saskatchewan Innovation & Opportunities Scholarship Program](#), which matches the funds raised by post-secondary institutions through private sector and community-based partners.

Each year the students of Southeast College have the opportunity to apply for various scholarships and bursaries. Scholarships are mainly awarded based on academic achievements (marks) and Bursaries are mainly awarded based on financial needs.

Information is presented yearly in mid to late fall with bursaries awarded in winter and scholarships awarded at Graduation Ceremonies. Please contact your local Student Services Advisor for more detailed information and help applying, or for more information contact our Award Committee Scholarships@southeastcollege.org.

[Check out our Scholarships!](#)

Southeast College Clothing

Southeast College sells an assortment of Southeast College clothing, there are two times during the year to order typically in the fall and spring.

Student ID Cards and Student Discounts

As a registered student at Southeast College, you will be issued a Student Identification (ID) Card. During your first week at school we will gather photos, make, and distribute Student ID Cards. Student ID Cards are important for identification alongside your [Health Benefits Card \(from MyStudentPlan\)](#) and at practicums and clinicals.

Your student ID card can also help you save money. Many local businesses, stores, restaurants, and services offer student discounts when you show your ID. Southeast College partners with local businesses to offer Southeast College students discounts, the Student Discount Program is updated each summer and will be posted for students in the fall.

// STUDYING AT SOUTHEAST COLLEGE

Student Communications

Stay informed about upcoming events, scholarship opportunities, important deadlines, and student supports through:

- Emails from Student Engagement
- Student SharePoint
- Your Southeast College student email account
- Campus bulletin boards
- College social media channels
- Brightspace notifications

Students are encouraged to regularly check their student email and Brightspace accounts to ensure they do not miss important information.

IT Support and Helpdesk

Southeast College is committed to providing comprehensive support and training to ensure all students can confidently use IT resources and resolve technical issues efficiently. [This orientation](#) will introduce you to the essential IT resources available at Southeast College, including your user credentials, email, computer access, security practices, and support channels.

IT Helpdesk is your primary contact for technology support:

Email: helpdesk@southeastcollege.org | Phone: 306-848-2828

For urgent issues, contact us directly:

- Austin: IT Support Coordinator
- Sebastian: IT Support Coordinator
- Klint: IT Manager

// STUDYING AT SOUTHEAST COLLEGE

Graduation

Graduation is a significant and proud moment at Southeast College that celebrates the hard work and achievements of our students. It marks the successful completion of your program and the beginning of your next journey—whether that's further education, a new career, or personal growth.

Southeast College hosts graduation ceremonies annually at Estevan, Weyburn, and Whitewood to recognize students who have successfully completed their programs. As you near the end of your studies, you'll receive information about:

- Graduation eligibility and program completion requirements
- Ceremony dates and locations
- Cap and gown size - we provide for students and a survey will come out requesting size
- Guest limits and invitations
- Professional photo opportunities
- Valedictorians
- Pinning Ceremony for Practical Nursing and

Continuing Care Assistant

We encourage all eligible students to participate in the graduation ceremony—it's a chance to celebrate your success with classmates, instructors, family, and friends. If you have questions about graduation, reach out to your Student Advisor or Campus Manager for more details.



// STUDYING AT SOUTHEAST COLLEGE

Alumni Community

At Southeast College, graduation marks the beginning of a lasting connection with the College.

As a graduate, you'll become part of our growing alumni community. We stay connected by sharing college news, celebrating alumni achievements, and highlighting the positive contributions our graduates make in their workplaces, communities, and industries.

As our alumni community grows, you'll have opportunities to stay involved through events, networking, mentorship, sponsorship, and giving initiatives. There's a place for you in the Southeast College alumni community, to stay informed, support future students, or reconnect with classmates.

We look forward to celebrating your achievements and staying connected as you continue your journey.

[Click here to join!](#)

**Once a student, always part
of Southeast College.**

For more information, please contact:

Allison Dinsmore

Manager, Alumni and Donor Stewardship

adinsmore@southeastcollege.org



\\ INDIGENOUS STUDENTS

At Southeast College, we want you to experience success! The students who come through the doors of Southeast College will be welcomed, respected, and honoured. Southeast College provides educational services to **ten Nations and three Metis Locals. Some of our classes are based on Nation.** Whether you are interested in Early Childhood Education, completing your Grade 12, thinking of going into Nursing or becoming a Trades person, Southeast College has something to offer you.



Southeast College is proud to announce the introduction of **Indigenous equity seats** in its full-time post-secondary programs. This initiative is part of the College's ongoing commitment to fostering inclusivity and providing equitable access to education for Indigenous students and is an important goal within our newly released Indigenous Action Plan. Starting in the 2025-2026 academic year intake, designated seats will be available in many of the College's full-time programs for students of Canadian Indigenous ancestry. The Indigenous equity seats will be available across various programs, including business, health, community services, and trades. Eligible students will also have access to **designated scholarships** and support services to help them succeed in their studies.

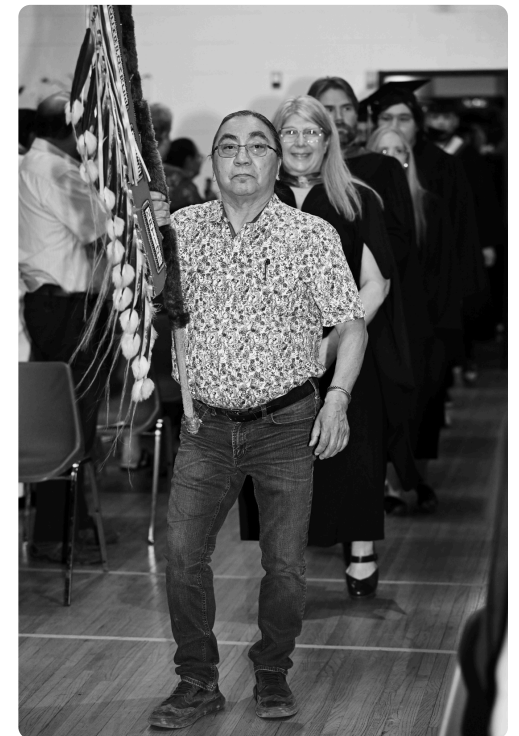
Fall of 2023 Southeast College hired an **Indigenous Initiatives Coordinator**. This role assists the College and Nation communities to work together to expand opportunities and positive outcomes for students. Southeast College's commitment to creating a supportive environment for students and staff includes embracing Truth and Reconciliation Commission of Canada: Calls to Action. In 2024 Southeast College introduced an [**Indigenous Action Plan**](#), a four-year roadmap designed to help meet our commitment to those calls to action and build an inclusive community for everyone.

\\ INDIGENOUS STUDENTS

Southeast College is proud to have a **Reconciliation Education Centre**, a dedicated space for students, staff, and the wider community to gather and learn about Indigenous culture, teachings, and ways of knowing and being. The Centre aims to create a welcoming and affirming environment for Indigenous students, reflecting their experiences and knowledge. It will also foster student leadership and encourage cultural exchange among our diverse student body.

Our Indigenous Initiatives Coordinator and Student Engagement are always open to ideas and feedback to making the college a more inclusive and welcoming place. If you have any cultural requests or ideas please reach out!

We look forward to student ownership and celebration of these successes. When it comes time to graduate, imagine the pride you will feel, as an **Elder blesses the ceremony with prayer and First Nation Drummers honor the graduates.**



// Alumni Message

My name is John Bouchard, and I am a proud member of Pays Plat First Nation. I am also a proud graduate of Southeast College's Adult Basic Education (ABE) program. Graduating in 2023 gave me the confidence and foundation to continue my education at the First Nations University of Canada in Regina, where I am now in my fourth year of Indigenous Studies, working toward my Bachelor of Indigenous Studies degree.

My journey has been about more than earning a degree. Throughout my studies, I have had the opportunity to speak with students and community members about Indigenous culture, history, and reconciliation. I have shared the teachings of smudging, encouraged others to embrace lifelong learning, and returned to Southeast College to inspire ABE students to pursue their own educational goals.

One of my proudest accomplishments was helping with the opening of the Reconciliation Centre at Southeast College's Weyburn campus. Through volunteer work for my Contemporary Indigenous Issues course, I presented educational sessions on topics such as the Oka Crisis, Indigenous cultural revitalization, and the history of the Treaties in Canada. These experiences have strengthened my belief that education creates understanding, builds relationships, and contributes to reconciliation.

As a member of Pays Plat First Nation, I believe that preserving and sharing Indigenous knowledge is an important part of building stronger communities. Education has given me the opportunity to honour my culture while helping others gain a deeper understanding of Indigenous histories, perspectives, and traditions.

If there is one piece of advice I can offer new students, it is to believe in yourself and never be afraid to ask questions or embrace new opportunities. Your educational journey may take you places you never imagined. Every class, every challenge, and every success will help shape who you become.

Southeast College was the first step in my journey, and I will always be grateful for the support and encouragement I received there. It helped me discover my passion for Indigenous education, community engagement, and reconciliation. I hope my story reminds others that it is never too late to continue learning, make a positive difference in your community, and achieve your goals. Every journey begins with a single step, and Southeast College gave me the opportunity to take mine.



\\ ESTEVAN CAMPUS

[Click here for a Virtual tour of our Estevan Campus!!](#)



\\ ESTEVAN

Welcome to Estevan! Estevan, the closest city to the United States border of the prairie provinces, is located in the southeast corner of the province nestled along the Souris River. As of the 2016 census, city had a population of 13,615.

Estevan is known as a mining, oil and power generating city with a very strong entrepreneurial spirit. Estevan is home to a number of excellent recreational and educational facilities and great pride is taken in ensuring a positive community growth agenda, making Estevan a great place to live, work and do business. Take in the boutique stores of downtown or the "must see" rocks of Roche Percee.

Estevan is the eighth largest and most southern city in Saskatchewan, located in Western Canada. It is located approximately 16 km north of the Canada-United States (North Dakota) border. Estevan is located on the main north-south rail line that provides benefits of tremendous access to the North American market. It is a vibrant and growing community in Southeast Saskatchewan. Estevan is the commercial hub of the Southeast. With its central location, and excellent transportation system (highways, rail, air), Estevan is well connected with markets throughout North America. Three major highways, as well as, the main CPR line pass directly through the city providing access to both east-west and north-south corridors. The Estevan airport accommodates charter flights and has the potential for further development.

The city is surrounded by the Rural Municipality of Estevan No. 5. Estevan has a humid continental climate characterized by cold, long and dry winters and warm, short and relatively humid summers. It is the Sunshine Capital of Canada with an annual average of 3,536.6 hours of sunshine and also has the highest annual number of hours per year with clear skies in the country.

More information about the city of Estevan and resources available can be found on the following websites:

- [City of Estevan](#)
- [Home - Estevan Chamber of Commerce, SK](#)
- [DiscoverEstevan.com - Local news, Weather, Sports, Free Classifieds and Business Listings for the Estevan, Saskatchewan](#)

Transportation

Taxi Services in Estevan

- Estevan Beeline Taxi | 306-461-9796
- Estevan Taxi Cabs Ltd. | 306-421-5288
- Energy City Taxi Service LTD | 306-461-4255
- Alpha Taxi Estevan

Accommodations

[Check out housing and accommodations in Estevan.](#) **Locations and contact information are for reference only and are not endorsed or inspected by Southeast College.**

Community Services

Mental Health	306-637-3610
Addiction Services	306-637-2422
Police	306-634-4767
Fire	911
Hospital	306-637-2400
Social Services	306-637-4550
City of Estevan	306-634-1800

Hillcrest Early Learning Centre	306-634-5046
Weldon Childcare	306-388-2644
Estevan Daycare Cooperative	306-634-5868
Southeast Advocates for Employment	306-637-4920
Ministry of Immigration & Career Training	306-637-4541
Legal Aid	306-637-4620
Envision Counselling and Support Center	306-637-4004
Estevan Leisure Service	306-634-1888
Estevan Public Library	306-636-1620
Estevan Housing Authority	306-634-6700
SGI	306-637-4100
Food Bank - Salvation Army	306-634-2074
Orpheum Theatre	306-634-2321
Art Gallery and Museum	306-634-7644
Souris Valley Museum	306-634-5543
Estevan Bowling Alley	306-634-2356
Estevan Motor Speedway	306-636-7500
Tourism Estevan	306-634-6044
Pebbles to Rocks	306-634-3030

\\ WEYBURN CAMPUS

[Click here for a Virtual tour of our Weyburn Campus!!](#)





Welcome to Weyburn!

Referred to as "The Opportunity City" in 2019, Weyburn was ranked as Best Place to Live in the Prairies and 45th overall in Canada by Maclean's Magazine. Weyburn's vibrant economy has created opportunities for people from all over the world to visit, live, study and do business. As of the 2016 census, city had a population of 10,870.

As one of the fastest growing communities in Saskatchewan, Weyburn is recognized as one of the more desirable places to live and work. Weyburn is a dynamic community with a long history of dedication to providing an exceptional quality of life for residents. Global economic conditions, particularly relating to agriculture due to the established agricultural roots and central location for the region has a positive impact on the business climate in the Weyburn region. Emphasis is placed on the development of a diverse economic base to ensure long standing business success in the Region.

The business community in Weyburn is a diverse collection of industry and corporate headquarters. As the central community in the Southeast Region, in close proximity to the provincial capital City of Regina, Weyburn is an attractive business locale for skilled workers and young professionals. The economy in Saskatchewan has all of the right elements for creating long term profitability for business. Global economic trends particularly related to oil and gas have made the Southeast Region the most prosperous in the province. Weyburn's economic fundamentals such as population growth, median age, employment growth and a strong housing market have all contributed to the ideal investment conditions that currently exist in the City. All sectors of the local economy are currently seeing positive growth patterns. Weyburn continues to see record numbers in building and development permits and construction values.

\\ WEYBURN

More information about the city of Weyburn and resources available can be found on the following websites:

- [City of Weyburn - Weyburn, Saskatchewan](#)
- [Weyburn Tourism](#)
- [DiscoverWeyburn.com - Local news, Weather, Sports, Free Classifieds and Business Listings](#)
- [New Residents - Weyburn, Saskatchewan](#)

Transportation

Taxi Services in Weyburn

- A.M.I.R. Taxi & Delivery Services Ltd. | 306-842-6014
- Country Cab Weyburn's premier taxi | 306-842-8885

Accommodations

[Check out housing and accommodations in Weyburn.](#) **Locations and contact information are for reference only and are not endorsed or inspected by Southeast College or its staff**

Community Services

Mental Health	306-842-8665
Addiction Services	306-842-8693
Social Services	306-848-2404
Police	306-848-3250
Fire	911
Hospital/Ambulance	306-842-8400
City of Weyburn	306-848-3200
Color My World Child Care	306-842-5437
Little Discoveries Early Learning Daycare	306-842-1533
Sun Country Kids Club	306-842-3215
Tatagwa Kidz Kare	306-842-5439
AMIR Taxi and Delivery	306-842-6014
Canadian Taxi Service	306-897-8606
Country Cab	306-842-8885
Weyburn Taxi and Delivery Service	306-842-1026
Weyburn Leisure Centre	306-848-3280
Weyburn Public Library	306-842-4352
Futures: Youth Employment Services Inc	306-842-2430

\\ WHITEWOOD CAMPUS

[Click here for a Virtual tour of our Whitewood Campus!](#)



\\ WHITEWOOD

Welcome to Whitewood!

Whitewood is a small town located approximately 175 KM east of Regina along the TransCanada Highway. Whitewood is located midway between Regina, SK and Brandon, MB. Whitewood is known as the Crossroads community because of its location at the corner of two major highways. Whitewood is home to walking trails, a community centre, campground, dog park, swimming pool and many other community services.

Transportation

There is no Taxi Service in this town.

Accommodations

[Check out housing and accommodations in Whitewood.](#)

Locations and contact information are for reference only and are not endorsed or inspected by Southeast College or its staff

Community Services

Police/Fire	911
Ambulance	911
RCMP - Broadview	306-696-5200
Town of Whitewood	306-735-2210
Whitewood Community Health Centre	306-735-2010
Whitewood Medical Clinic	306-735-2515
Wiggles and Giggles Daycare	306-735-5555

// INDIAN HEAD

Welcome to Indianhead!

Indian Head is a charming small town located in southeast Saskatchewan, Canada, approximately 69 kilometers east of Regina on the Trans-Canada Highway. It's known for its historic significance and beautiful setting. As of the 2016 census, the town had a population of 1,910.

Transportation

There is no Taxi Service in this town.

Accommodations

[Check out housing and accommodations in Indianhead.](#)

Locations and contact information are for reference only and are not endorsed or inspected by Southeast College or its staff

Community Services

Mental Health	306-695-2272
Addiction Services	306-695-2251
RCMP	306-695-5200
Fire/Ambulance	911
Hospital	306-695-2272
Town of Indian Head	306-695-3344

\\POLICIES AND PROCEDURES

This handbook contains a selection of policies and procedures that learners of Southeast College may find beneficial. To view the complete listing, please ask your instructor for more information.

Academic Accommodation for Students with Disabilities

Southeast College recognizes its duty to provide learning accommodations to students with disabilities and where reasonable, the College will provide learning opportunities to students within the limits of its resources and will respect the rights and entitlements of other students and College staff that may be affected.

Admissions Policy

Southeast College is committed to managing admissions to programs in a fair, equitable, and appropriate manner that instills confidence in the credibility of the college's admission processes and decisions. This policy and procedure apply to domestic and international applicants to credit programs. Please see our Admission policy for more information: [Admissions Policy](#).

Academic Misconduct

It is recognized that attending a program at Southeast College brings with it many challenges for learners, such as attending class, completing assignments, and writing exams. It is also recognized that these, along with other issues of being a learner bring various challenges to the learning and development process. To this point, an issue those learners must be aware of, practice and adhere to is that of Academic Misconduct.

The Academic Misconduct element in a learning environment is essential for a course, a program and the College to maintain its academic integrity. The College and its staff will share the responsibility for learners understanding and practicing academic honesty, but it is important for learners to understand that failure to comply with the guidelines and expectation associated with Academic Misconduct can result in consequences ranging from a reprimand, assignment failure, course failure or program expulsion.

It is understood that it can be difficult for learners to, at times be aware of what might or can constitute an Academic Misconduct violation. To assist in this understanding, there are few examples of activities that would constitute a violation of Academic Misconduct listed below. Learners should always check with their instructor if in doubt.

- Cheating – this can take the form of using material not authorized for writing an exam (cheat notes), pretending to be someone else to write an exam, gaining access to information about an exam or assignment without approval.
- Plagiarism – this includes but is not limited to using someone else’s work as their own, whether it be an assignment, lab work or project. This will also mean not providing proper notation or reference for information on works used in an assignment.

Academic Progress Policy

Southeast College promotes the principles of teaching and learning within a supportive environment for all students. Students are given sufficient instruction and opportunity to learn and take responsibility for their individual learning and performance. Students who do not meet the expected performance standards may be:

- Required to have a meeting with the Student Services Advisor
- Required to perform specific remedial work

- Placed on academic probation
- Required to discontinue from the program

Specific conditions will be identified that must be met by the student. If these conditions are not met the student may be required to discontinue from the program and/or the College.

Acceptable Use of Techonology:

PURPOSE

This practice defines responsible, safe, and academically appropriate use of College technology by students. Its purpose is to support learning, protect community safety, and promote strong digital citizenship.

WHAT THIS PRACTICE COVERS

All students using:

- Microsoft 365 tools (Outlook, OneDrive, SharePoint, Teams)
- Blackboard Learn (LMS)
- Blackboard Collaborate
- College-owned devices like lab computers or loaned laptops
- Personal devices that connect to Guest WiFi or College systems

TYPES OF DATA

- College Proprietary Information - College-owned academic or system content (e.g., lesson plans, internal tools). Students must not share it publicly.
- Student Personal Information - Your personal, academic, or government ID data must be protected according to privacy law.

ACCEPTABLE USE

Students may use technology for:

- Coursework, research, online learning, and communication with instructors
- Limited personal use—if it’s legal and does not disrupt class or create security risks

Students must:

- Use and approved software for coursework
- Protect passwords and account security
- Report suspicious messages or device loss to IT
- Check with your instructor to find out which secure College services you should use.

On College Devices

- Microsoft Copilot AI (GPT) is preinstalled, authorized, and provides strong privacy and security. Other AI tools may be restricted.
- Must use approved networks; monitored for security
- VPNs, proxies, and hotspots are not allowed

On Personal Devices:

- You are permitted to utilise your personal AI tools; however, you must refrain from entering any College data, including student information or coursework containing identifiable details.
- Keep personal devices updated and secured
- Must use Guest WiFi

UNACCEPTABLE USE**Students must not:**

- Access harmful, obscene, hateful, or illegal content
- Bully, harass, or threaten others
- Cheat or use tools to violate academic integrity
- Violate copyright laws
- Share files containing personal information unless appropriate.

On College Devices:

- Install unauthorized software or unsafe programs. Only College approved tools allowed.
- Use personal VPNs or bypass security filters
- Use excessive bandwidth for personal streaming

On Personal Devices:

- Plug into wired network ports
- Use personal VPN's to mask your IP, location or identity. Applies while on campus and at home accessing College systems

MONITORING & ENFORCEMENT

- Use of College systems constitutes consent to system monitoring, logging, and auditing.
- IT may review systems for unauthorized software, web apps, storage violations, or security incidents.
- Violations may result in loss of access and suspension of IT privileges

Cellular Use Policy

The use of cell phones to send or receive calls or text messages is strictly prohibited during scheduled class times. This time includes both lecture and scheduled work period time. While writing exams, cell phones are banned from the classroom. Consequences of using cell phones during classroom time could include the removal of the student from the classroom, or confiscation of cell phone until class is completed. Repeated abuse may result in the student being removed from the program. All cell phones are to be turned off (including text messages) during class.

College “Green” Initiative

In an effort to reduce their carbon footprint, Southeast College will be accountable to their staff and learners by: recycling, reusing and reducing, and by maintaining health and wellness.

Community Programs

The College encourages all staff and students to become not only aware of, but active in community services such as: Share the Warmth, Adopt a highway, Sarcan recycling, Food Bank, etc.

Disposal of Refuse

The College encourages the disposal of refuse by: recycling where possible, but most refuse goes into the garbage which is disposed of by the building services workers.

Energy

- Water: Please make sure taps are turned off completely and if you are aware of a tap or toilet that is running please report it to the front office staff.
- Lights: When leaving a classroom that is empty, please turn off the lights. If there are lights that are flickering or burnt out, please report it to the front office staff.
- Computers: When you are finished with a computer, please shut it down.
- Office Equipment: Please turn off photocopiers, laminators, projectors, etc when you are finished using them or at the end of the day.

Freedom of Information and Protection of Privacy Act

Southeast College is a publicly funded institution and as such appreciates and values the needs for accessibility to information as well as an obligation to conduct its operations in a way which is open to public scrutiny. Additionally, the College respects the need to maintain the privacy of all those who work or are students at the Southeast College; therefore the College as a collective whole will collect information and store or save information and provide access to information in a way deemed appropriate by the Acts contained within the Freedom of Information and Protection of Privacy Act.

Graduation Policy

In order for learners to qualify for graduation from a program, the learner must be admitted to the program and complete all of the identified program completion requirements as identified by the institution offering the credentials in the calendar of the last academic year of admission to the program.

Harassment Prevention

The Southeast College is committed to providing a safe, positive Learning environment where all are treated with respect and dignity. Harassment is any objectionable conduct, comment, or display by a person that:

- Is directed to another person
- Is made on the basis of race, creed, religion, color, sex, sexual orientation, marital status, family status, disability, physical size or weight, age nationality, ancestry, or place of origin
- Constitutes a threat to the health and safety of another person

Normal social contact between people based on equality and/or mutual consent does not constitute harassment.

Harassment

is discrimination and it is against the law. Failure to adhere to this regulation may result in a student being disciplined and/or removed from Southeast College.

Southeast College has ZERO TOLERANCE ON VIOLENCE AND HARASSMENT. These offences may result in immediate discontinuation from the program.

Non Academic Misconduct Policy

Disrespectful behavior, dress or conduct will be addressed on an individual basis using the steps outlined in the full policy. This is not limited to but includes harassment (verbal/physical), attendance, punctuality, substance abuse, inappropriate clothing, etc. Extreme consequences can result in dismissal from the program. Southeast College has ZERO TOLERANCE ON VIOLENCE AND HARASSMENT. These offences may result in immediate discontinuation from the program.

Refund and Payment Policy

Southeast College is committed to managing student payments and providing refunds to students in an accurate, consistent, fair, and appropriate manner. This policy and procedure apply to domestic and international students in credit programs and courses.

Full payment of all fees for the entire year of studies is due on or before August 15th for fall start programs. Students who have not paid full tuition, mandatory fees and materials as of August 16th, will be assessed a \$500 late fee. This will be added to the amount owed. Students who have unpaid fees as of September 15th will be withdrawn from the program. Tuition deposit is non-refundable. Please see our payment policy for more information: [Payment Refund Policy](#)

Recycling

- Printed Materials: Check with your campus to see if there are marked boxes or bags for shredding
- Bottles: There are boxes in each room for bottle disposal (plastic and glass). Monies collected are used to support student scholarships.
- Cardboard and Paper: Check with your campus to see if there are marked boxes or bags for the recycling of cardboard and paper.

Respect Policy

We believe that people thrive when they feel safe and valued and we all have a part in creating a respectful community. You can:

- Help one another to be respectful and supportive of each other
- Work with staff to help you deal with social, personal or health issues that affect your academic performance or on campus behavior
- Avoid the plagiarism trap by proper referencing and using your own ideas and words when you write

- Know that there is zero tolerance on campus for alcohol, drug and tobacco use as well as inappropriate comments, actions, or behaviors.
- Understand that respectful adult behavior includes “not subjecting any student or staff member to physical or mental harassment, indignity, injury or violence on or off campus”

Students Rights

1. Students have the right to know that in the event Southeast College decides to discontinue a program in progress, the College will make every effort to assist the students presently in the program the opportunity to complete that program year
2. Students have the right to access academic advising and other College services available to them
3. Students have the right to receive a course outline that details timelines, course outcomes, assignments, evaluation systems, due dates, classroom procedures, and attendance expectations
4. Students have the right to be notified of class cancellations as soon as possible and to be able to expect that classes will start and end on time
5. Students have the right to expect faculty members to be available for assistance outside of regularly scheduled class times that is mutually acceptable to all parties
6. Students have the right to know the College's policy and practices for intellectual honesty, as well as having access to policies and procedures that deal with situations that may appear unfair
7. Students have a right to expect that their personal information and their official records will be managed consistently with the Freedom of Information and Protection of Privacy Act
8. Students have the right to learn in an environment that is safe, healthy, supportive and respectful of their needs as an adult learner

9. A student has the right to add documents to any file specific to their academic progress or behavior, including written documents refuting the contents of documents of a disparaging nature. If a document is added to a student file that makes reference to another person, a copy must be sent to that individual
10. Students have the right to receive assessment feedback, their assignments, and examinations in a timely fashion. Those students considering withdrawing from a program will be given a performance feedback one week prior to the official course withdrawal deadline as published as well as having the right to review their class examinations and course assignments after they have been evaluated

Students Responsibilities

It is expected that in a learning centered environment, students will conduct themselves in a mature and responsible manner. Therefore, students must be aware that the following improper student behavior or conduct may result in disciplinary action by Southeast College. The disciplinary action could lead to reprimand, suspension or dismissal from the student's program.

1. Knowingly or unknowingly engaging in cheating, plagiarism, fraud, deceit or other forms of academic dishonesty
2. Disturbing, disrupting or otherwise interfering with students or staff while pursuing their learning or working activities
3. The intentional damaging of property, buildings or equipment, of any employee or student of the Southeast College
4. The unauthorized use of or unauthorized entry to Southeast College property

6. Threatening to subject or subjecting any person or persons to physical, racial, sexual or mental harassment, indignity, injury or violence
7. Making frivolous, vexatious or unfounded accusations about students or staff of Southeast College
8. Punctual and regular attendance is expected in all Southeast College courses
9. Making frivolous, vexatious or unfounded accusations about students or staff of Southeast College
10. Punctual and regular attendance is expected in all Southeast College courses

Students have a responsibility:

1. To be familiar with College policies and program practice as they pertain to assignments, attendance and course expectations
2. To arrive on time for classes and to be full engaged in the learning process
3. To be familiar with the material and contents contained within the course outline
4. To respect the faculty members right to determine course content, evaluation and instructional methodology
5. To be aware of registration or withdrawal deadlines and the procedures that must be followed
6. To respect the instructors rights to set deadlines for assigned work and to establish penalties for failure to comply with deadlines
7. To write tests and final examinations at the times scheduled except in cases of illness or other circumstances approved by the instructor
8. Refrain from unauthorized or improper use of life safety equipment, including, but not limited to, fire extinguishers, alarms and emergency exits.

Social Media Guidelines

Social media has become a mainstream form of online communication and College employees and students will use these online tools for personal and professional bcommunications. Social Media Guidelines help set employer and instructor expectations, educate staff and students, and empower employees to tweet, post or blog. Employees and students must be aware that when representing the College online, there are guidelines that must be followed. The complete guidelines for Southeast College employees and students can be found at either Southeastcollege.org or MyClass.Southeastcollege.org

Smoking Policy

The College's Smoke Free policy provides a healthy working and learning environment. The purpose of this policy is to reduce the harm from second hand smoke, provide an environment that encourages people to be tobacco & marijuana/cannabis free, establish a campus culture of wellness, and reduce health costs and promote a tobacco & marijuana/cannabis free future. The use of tobacco & marijuana/cannabis is prohibited within the College buildings, parking areas, walkway and entry ways, in College fleet vehicles and on College owned or leased property. This policy applies to all faculty, Board, staff, students, contractors, vendors and other visitors to all College campuses. Tobacco & marijuana/cannabis use includes the possession of any lighted tobacco product, marijuana/cannabis, any oral tobacco product, or electronic smoking device.

Student Guideline on AI Use

Purpose: To help students understand appropriate and inappropriate use of artificial intelligence (AI) tools (e.g., Copilot, ChatGPT) in academic work.

Permitted Use (when allowed by instructor)

- Checking grammar, spelling, and clarity
- Rewriting your own ideas for better organization or structure
- Getting general explanations to support your learning (not copying into assignments)

Not Permitted (without citation or approval)

- Submitting AI-generated content as your own work
- Copying answers, essays, or assignments produced by AI tools
- Using AI in place of your own thinking, analysis, or learning

Key Rule

If you did not create the content yourself, you must acknowledge it. Using AI-generated material without attribution may be considered academic misconduct.

What Happens if AI is Misused?

- Discussion with your instructor
- Warning or requirement to redo the assignment
- Grade reduction or a grade of zero
- Possible referral to the academic misconduct process

Tips for Students

- Always follow your instructor's directions on AI use
- Ask if you are unsure what is allowed
- Use AI as a support tool—not a replacement for your work

Vehicle Sharing

Where possible the College encourages all students and staff to share rides with other students and staff.



CONTACT US



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CONNECT



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