



**BURMAN**  
UNIVERSITY

# INTERNATIONAL STUDENT HANDBOOK





# TABLE OF CONTENTS

INTERNATIONAL STUDENT HANDBOOK .....	4
WELCOME TO BURMAN UNIVERSITY .....	5-6
ABOUT BURMAN UNIVERSITY .....	6
CAMPUS MAP .....	7
FIRST THINGS FIRST.....	8
CHECKLIST – YOU'RE READY TO GO.....	9-10
COMPLIANCE WITH THE CANADIAN IMMIGRATION LAW.....	11
RESIDENCE HALLS.....	12
RESIDENCE HALL PRICING .....	13
CELL PHONE AND INTERNET PROVIDERS .....	14-15
BANKING .....	16
MONEY TRANSFER.....	17
ALBERTA HEALTH CARD .....	18
SOCIAL INSURANCE NUMBER .....	19
ALBERTA ID CARD AND DRIVER'S LICENCE .....	20
ABOUT LACOMBE .....	21-22
PLACES TO VISIT IN LACOMBE .....	22-24
LACOMBE TAXI SERVICE .....	25
AIRPORT TRANSPORTATION.....	25
SDA CHURCHES IN LACOMBE.....	26
CONSULTATES AND EMBASSIES .....	26-29
SHOPPING CENTERS IN LACOMBE AND NEARBY.....	29
GROCERY STORE – ESSENTIAL AND EVERYDAY SHOPPING.....	30
CULTURAL RESTAURANTS IN LACOMBE AND RED DEER .....	31-32
GLOBAL GROCERY AND CULTURAL MARKETS IN RED DEER.....	32-34
REGISTRAR AND ADMISSIONS SERVICES .....	34-35
STUDENT FINANCIAL SERVICES.....	35-36
STUDENT SERVICES .....	37
ACADEMIC ADVISING .....	38
BURMAN LIBRARY .....	38-39
THE SAKALA CENTER .....	40
WRITING CENTER.....	41-42
ACADEMIC ASSISTANCE .....	43
CLUBS AND ORGANIZATIONS.....	44-46
BURMAN CRISIS AND WELLNESS SUPPORT .....	47-48
LACOMBE HOSPITAL AND EMERGENCY ROOM .....	49
HEALTH SUPPORT .....	49
STUDENT HEALTH PLAN.....	50
EMPLOYMENT OPPORTUNITIES .....	50
ADJUSTING TO LIFE IN CANADIAN UNIVERSITY- CULTURE SHOCK .....	51-52
ELECTRICITY IN CANADA.....	53
LOCAL SETTLEMENT RESOURCES FOR INTERNATIONAL STUDENTS.....	54-55



---

BEWARE: STAYING SAFE AND SCAM SMART IN CANADA.....	56-57
TAXES IN CANADA: WHAT INTERNATIONAL STUDENTS NEEDED TO KNOW .....	58
THANK YOU AND BEST WISHES .....	60



# INTERNATIONAL STUDENT HANDBOOK

Welcome to Burman University! This handbook is designed to guide and support our international students as they embark on an exciting academic and personal journey in Canada. Whether you're joining us from across the globe or just beginning your transition into university life, we are thrilled to have you as part of our vibrant, multicultural community.

At Burman, we believe that education is more than academics—it's about growth, connection, and purpose. Our campus is a place where students from diverse backgrounds come together to learn, explore, and thrive. From spiritual enrichment to scientific discovery, from joyful celebrations to meaningful friendships, your experience here will be shaped by both challenge and inspiration.

This handbook includes essential information about campus resources, student services, cultural life, academic support, and community engagement. It also reflects the heart of our mission: to nurture your success in every dimension—intellectual, emotional, and spiritual.

As you settle into your new environment, remember that you are not alone. The International Office is here to walk with you, advocate for you, and celebrate your milestones. We encourage you to reach out anytime you need guidance, support, or simply a listening ear. The office and lounge are located on the third floor of the Administration building.

We look forward to seeing you grow, lead, and shine.

Contact me at:

## **Mario Parchment**

International Coordinator

Burman University

6730 University Drive, Lacombe, Alberta T4L 2E5

Email: [marioparchment@burmanu.ca](mailto:marioparchment@burmanu.ca) or [international@burmanu.ca](mailto:international@burmanu.ca)

Tel: 403-782-3381 extension 4119

Cell: 5874389244



Welcome to Burman University—where your global journey begins.

# WELCOME TO BURMAN UNIVERSITY



**Welcome** to Burman University, your new home away from home, nestled in the heart of Alberta's breathtaking natural beauty and vibrant cultural landscape.

Here in Lacombe, you'll find yourself surrounded by the quiet charm of prairie life and the awe-inspiring wonder of the Canadian wilderness. On clear nights, you may even catch a glimpse of the **Northern Lights** dancing across the sky, a reminder that you are part of something vast, beautiful, and full of possibility.

Strategically located between two major international airports **Calgary and Edmonton** Burman offers both serenity and accessibility. Whether you're exploring the world-famous **West Edmonton Mall**, venturing into the majestic peaks of **Banff National Park**, or simply enjoying the peaceful rhythm of campus life, you'll discover that this region is rich with opportunity, adventure, and inspiration.

At Burman University, we are guided by our vision mission and values that shape not only our academic community but our shared purpose:

**Vision** To provide a transformational university experience that empowers students to serve others and to share hope.

**Mission** Transforming lives through whole-person education and service, Burman University will educate students to think with discernment, to believe with insight and commitment, and to act with confidence, compassion, and competence.



- **Excellence** in learning and leadership
- **Service** to others with compassion and integrity
- **Spirituality** Burman University values and promotes the quest for a deeper understanding of and a relationship with God, as demonstrated by Jesus Christ.
- **Integrity** Burman University values transparency, honesty, intellectual integrity, and responsible academic freedom.
- **Community** that celebrates diversity, inclusion, and belonging

You are now part of a university that believes in your potential and is committed to walking alongside you every step of the way. We are thrilled to be part of the journey you're about to embark on; a journey of discovery, growth, and impact.

So, take a deep breath, look up at the sky, and know this:  
You belong here. You are welcome here. And your story matters.

With warmest regards and blessings,  
**The International Office**

## ABOUT BURMAN UNIVERSITY



**Burman University**, located in Lacombe, Alberta began its journey in **1907** as *The Canvassers' School* in Leduc, Alberta, established by a visionary husband-and-



wife team—**Charles A. and Leona Burman**—who devoted their lives to education and service. In its early years, the institution evolved rapidly:

- **1908**: Became *Alberta Industrial Academy*
- **1915**: Renamed *Alberta Academy*
- **1919**: Transitioned into *Canadian Junior College*
- **1947**: Became *Canadian Union College*, offering four-year theology programs
- **1997**: Renamed *Canadian University College* to reflect its degree-granting status
- **2015**: Officially became *Burman University*, honoring its founders and embracing full university status

Burman University is a **faith-based, publicly funded independent academic institution** sponsored by the **Seventh-day Adventist Church in Canada**. It is part of the global Seventh-day Adventist education system—the second largest Christian school system in the world.

The university offers accredited bachelor's degree programs through the **Campus Alberta Quality Council** and the **Adventist Accrediting Association**, with a strong emphasis on holistic education: intellectual growth, spiritual development, and community service.

Burman's motto—**Think. Believe. Act.**—reflects its mission to nurture students who lead with discernment, compassion, and confidence.

## Campus Map





# FIRST THINGS FIRST

Please have these ready upon arrival



## BURMAN UNIVERSITY ARRIVAL CHECKLIST



**Register for Classes**

☐

**Print Your Confirmation  
of Enrolment**

☐

**Register for Orientation**

☐

**Apply for Residence  
or Have a place to stay**

☐

**Bring a Valid Credit Card  
+ Canadian Cash**

☐

**Valid Passport**

☐

**Flight Itinerary**

☐

**Study Permit or  
Letter of Introduction**

☐

**International Adapter**

☐

**Pack a Warm Jacket**

☐





## YOU'RE READY TO GET GOING



Ensure that you have access to the student portal



Get your student ID card.



Get your Burman University Health Plan.



Pay your tuition fees if you haven't done so yet.



YOU'RE READY TO GET GOING



Submit a scanned copy of your study permit to international office.



Review your program's handbook and check for your course outlines.

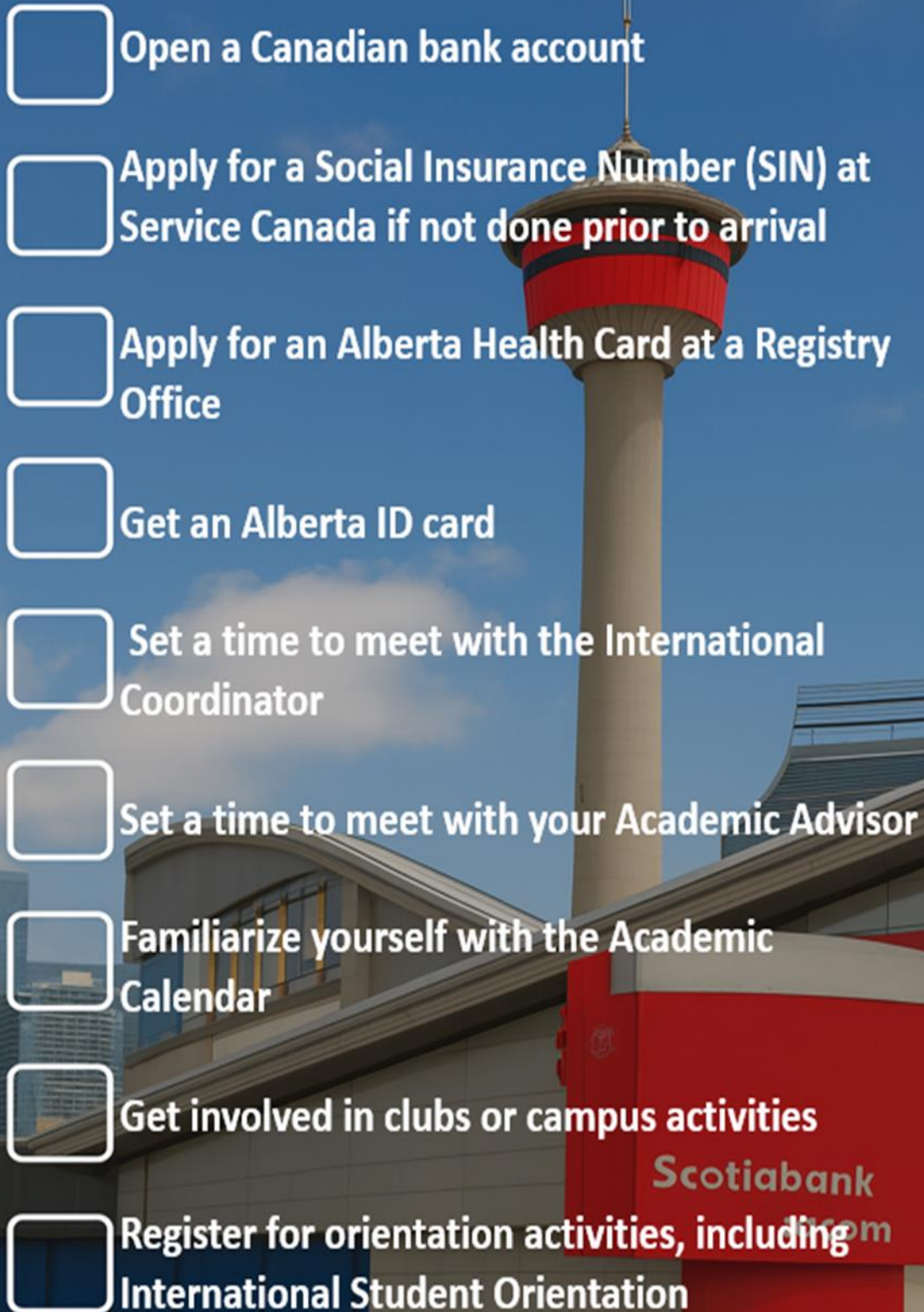


Buy books for registered courses.



Register for parking pass with campus transportation.



- 
- ☐ Open a Canadian bank account
  - ☐ Apply for a Social Insurance Number (SIN) at Service Canada if not done **prior** to arrival
  - ☐ Apply for an Alberta Health Card at a Registry Office
  - ☐ Get an Alberta ID card
  - ☐ Set a time to meet with the International Coordinator
  - ☐ Set a time to meet with your Academic Advisor
  - ☐ Familiarize yourself with the Academic Calendar
  - ☐ Get involved in clubs or campus activities
  - ☐ Register for orientation activities, including International Student Orientation



## Compliance with Canadian Immigration Law

### **DO NOT LET YOUR DOCUMENTS EXPIRE!**

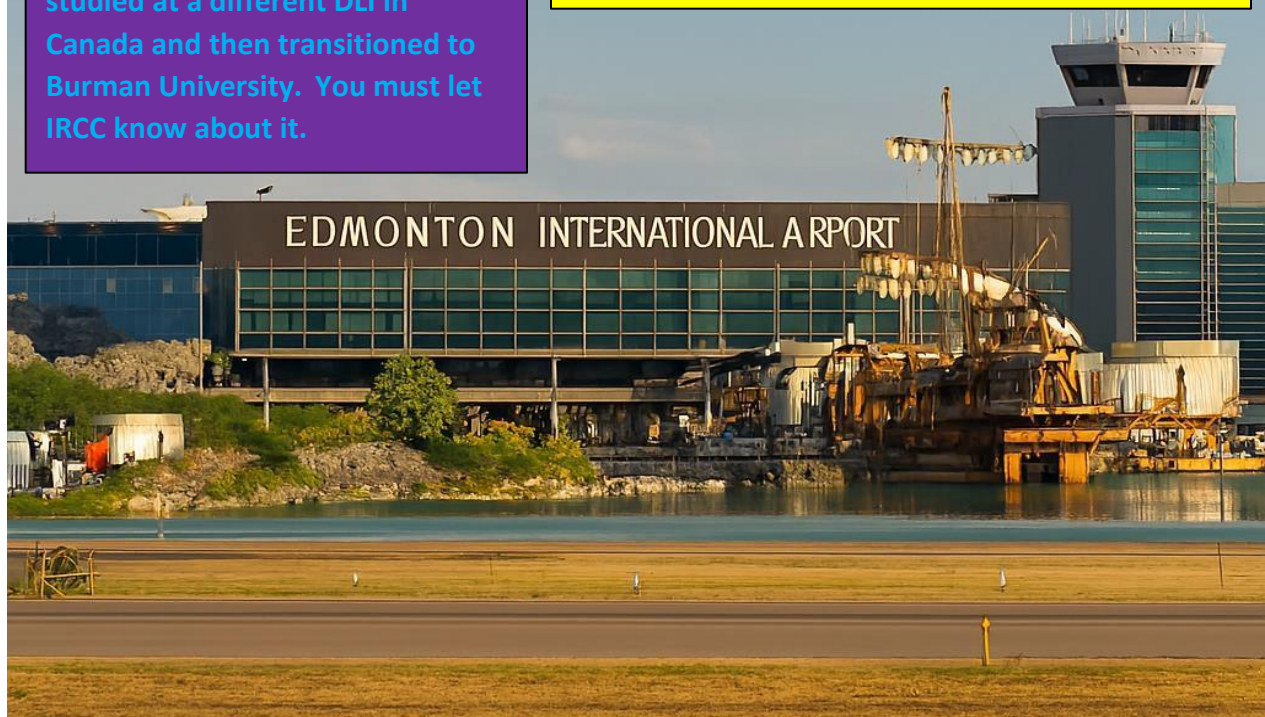
**It is the student's responsibility to ensure that their immigration and legal documents, such as passport, study permit and co-op work permit (for students in the work-integrated programs) are current and maintained.**

**Your study permit's must remain valid for the entire duration of your study, including 30 additional days after the last day of exam. This gives you time while you wait for the final grades to be posted and for your file to be reviewed for graduation requirements.**

### **Changing Designated learning institution DLI**

**Please visit the IRCC page about changing school or program. If you studied at a different DLI in Canada and then transitioned to Burman University. You must let IRCC know about it.**

**If your study permit's expiry date does not cover your estimated duration of study, you must apply to IRCC to extend your study permit about 4 months prior to its expiry date. For guidelines on the study permit extension process, please review your Study Permit Extension via IRCC website.**





# RESIDENCE HALLS

**Residence Halls** comprises three residences: Lakeview Hall, Maple Hall, and Riverton Hall. Each environment promotes studious activities, spiritual growth, social interactions, safety, and healthy living.

**Riverton Hall** offers a unique apartment style living community. Suites vary from bachelor to 4-bedroom units and are fully furnished. Floors are gender specific. Males and females are only allowed on their designated floors. These suites are reserved for single students 21-30 years of age.

**Maple Hall** is the co-ed residence for third and fourth-year students. This dorm possesses both single and double occupancy rooms. Single occupancy shares a communal bathroom.

**Lakeview Hall** is a co-ed residence for first and second-year students only. Rooms are set up to house two people.



## Residence Hall pricing options:

All costs are per semester (4 months)

Every residence hall includes:

- Laundry
- Internet
- Available parking

### Maple Hall

- 3rd and 4th year students
- \$1765 - No roommate – shared bathroom with adjacent room
- \$2100 - Required meal plan minimum

### Lakeview Hall

- 1st and 2nd year students
- \$1765 - Roommate
- \$2550 - No roommate
- \$2100 - Required meal plan minimum

### Riverton Hall

- 3rd and 4th year students
- \$2565 – No roommate – shared bathroom and living space
- Full kitchen - shared
- No meal plans



**Please follow the link for the residence Hall handbook**  
<https://www.burmanu.ca/sites/default/files/Residence/2024-2025%20Dorm%20Handbook.pdf>



# Cell Phone and Internet Providers



## Cell Phone Providers in Lacombe, Alberta

### ♦ Major Network Providers

These carriers offer strong coverage, high-speed data (including 5G), and full-service plans:

Provider	Network Type	Highlights
<b>Telus</b>	4G LTE / 5G	Excellent coverage in Lacombe and rural Alberta; known for reliability and student-friendly plans
<b>Bell</b>	4G LTE / 5G	Strong urban and regional coverage; bundles available with TV/internet
<b>Rogers</b>	4G LTE / 5G+	Expanding 5G+ network; offers unlimited data and device financing
<b>Virgin Plus</b>	4G LTE	Offers a range of LTE 4G data plans

### ♦ Budget & Prepaid Providers

These providers use the major networks but offer lower-cost, no-contract plans—ideal for students or short-term stays:

Provider	Powered By	Features
<b>Koodo Mobile</b>	Telus	Flexible prepaid/postpaid plans, great customer service
<b>Public Mobile</b>	Telus	Prepaid only, low-cost, no credit check required
<b>Fido</b>	Rogers	BYOD options, perks for streaming, affordable data
<b>Chatr Mobile</b>	Rogers	Simple prepaid plans, good urban coverage
<b>Freedom Mobile</b>	Independent	Budget-friendly, but limited rural coverage—best in urban zones

### Coverage Summary for Lacombe

- **5G Coverage:** Available through Bell, Rogers, and Telus
- **3G/4G LTE Coverage:** Provided by Bell, Rogers, Telus, and SaskTel
- **Best Overall Coverage:** Telus and Bell tend to perform strongest in Lacombe and surrounding areas





### Tips for Students

- Start with a **prepaid SIM** if you don't have Canadian credit history
- Bring **ID and proof of address** when signing up for postpaid plans
- Compare plans using [WhistleOut's Lacombe listings](#)

Visit local stores in Red Deer or Lacombe for SIM cards and activation

**TIP:** Ask for a student discount.



# Banking

## How to Open a Bank Account in Alberta (International Students)

### ☒ Step 1: Choose a Bank



[www.scotiabank.com](http://www.scotiabank.com)

2- 5230 45 ST Lacombe AB T4L 2A1



[www.bmo.com](http://www.bmo.com)

5013 50<sup>th</sup> Ave, Lacombe AB T4L 1K4



[www.cibc.com](http://www.cibc.com)

5002 50<sup>th</sup> Avenue Lacombe AB T4L 2L1



[www.atb.com](http://www.atb.com)

4720 51 Ave Lacombe AB T4L 2J9



[www.rbc.com](http://www.rbc.com)

5022 50<sup>th</sup> Ave Lacombe AB



[www.tdcanadatrust.com](http://www.tdcanadatrust.com)

5116, 51 Ave, Lacombe AB T4L 2A9

### ☒ Step 2: Gather Your Documents

Bring these to the bank:

- **Passport**
- **Study Permit** (must be valid)
- **Proof of enrollment** (e.g., letter from Burman University)
- **Proof of Alberta address** (e.g., lease agreement or utility bill)



### ☑ **Step 3: Visit a Branch**

Go to a local bank branch in person. ✂ *Tip: Make an appointment to avoid long wait times.*

### ☑ **Step 4: Open Your Account**

A bank representative will help you:

- Choose the right account. Some banks have free checking accounts for student
- Set up online banking
- Order a debit card

### ☑ **Step 5: Start Banking**

Once your account is active, you can:

- Receive payments (e.g., from a job or scholarship), pay bills and tuition and send money internationally

## **Money Transfer**

Sometimes there is a need to receive or send money from back home. Here are three services that may be useful:



This is a fast, easy, and reliable method for you to send money from Canada. There is no fee on the first transaction. You can find Western Union in different locations: <https://location.westernunion.com/ca/ab/calgary>



5832 Hwy 2A, Money Mart, Lacombe T4L 2G5

And you can send money through locations, as well as through mobile, telephone, or online options.

<https://www.moneygram.com/intl/en/en-locator>





**You may also utilize your banking accounts to send and receive money internationally.**



## Get Your Alberta Health Care Number

Access free public health services in Alberta—here's how to register!

### ☒ Step 1: Complete the Application Form

-  Download here: AHCIP Application Form  
<https://formsmgmt.gov.ab.ca/Public/AHC0102.xdp>
-  Fill in your personal details clearly.

### ☒ Step 2: Gather Your Documents

Bring **copies** of the following:


- **Proof of identity** (passport, birth certificate, PR card)
- **Proof of Alberta residency** (lease, utility bill dated within 90 days)
- **Proof of legal status in Canada** (study permit, immigration docs)

### ☒ Step 3: Submit Your Application

-  Apply in person at a registry office or AMA centre  Or mail your completed form to the AHCIP office (address on the form)

### ☒ Step 4: Receive Your Health Care Card

- Once approved, you'll get a **paper card** with your **Personal Health Number (PHN)**. Use this number when visiting doctors, clinics, or hospitals.

 **TIP:** Apply as soon as you arrive in Alberta to avoid delays in coverage.



💬 Questions? Contact the **International Coordinator**

**Registry Location: 5033 52 St Unit 201, Lacombe, AB T4L 1H9**

## How to Apply for Your Social Insurance Number (SIN)




Your SIN is a 9-digit number you need to work in Canada and access government services.

### ☒ Step 1: Make Sure You're Eligible

You must have a **valid study permit** that includes a condition allowing you to work on or off campus. Look for wording like: “May accept employment” or “May work off-campus”

### ☒ Step 2: Choose How to Apply

You can apply for your SIN in **three ways**

- |  |  |
|--|--|
|  <b>Online</b>    | Fast and secure. Upload digital copies of your documents. Apply online |
|  <b>In Person</b> | Visit a Service Canada Centre. Bring original documents.               |
|  <b>By Mail</b>   | Send copies of your documents and completed form to Service Canada.    |

### ☒ Step 3: Prepare Your Documents

You'll need:

- **Primary ID:** Study permit (must show work eligibility)
- **Secondary ID:** Passport
- **Proof of address:** Lease, utility bill, or bank statement with your name and Canadian address



## ☑ Step 4: Submit & Receive Your SIN

- **Online:** You'll get a confirmation letter digitally
- **In person or by mail:** You'll receive a paper confirmation ✂ *There is no physical SIN card anymore—just the number itself.*

### 💡 Tips for Students

- Apply **as soon as you arrive** in Canada and have your documents ready
- Keep your SIN **private and secure**—only share it when legally required
- You'll need your SIN to **get paid, file taxes, and access benefits**

## Alberta ID Card and Driver's License

If you are an Alberta resident and do not have a valid driver's license, you can apply for an ID card through any authorized registry agent. You would not want to carry your passport around, so the ID card can replace it. You will need to provide a utility bill, bank statement, or credit card statement in order to prove that you are an Alberta resident. The document may be presented in paper or electronically.

You can continue using your license from your home country if you already have one. However, the offer remains for a year only. On the completion of one year, you must get your Alberta license. You have the option to exchange your license, but you must surrender your valid territorial driver's license to a registry agent. You can check if your country has signed a Reciprocal Licensing Agreement with Alberta. If your country is not part of the agreement, you would have to complete a Driving Knowledge Test, Vision Screening, and Advanced Road Test.

All new drivers will have to go through a two-stage process to become a fully licensed driver. It takes a minimum of 2 years to complete both stages of the graduated driver's licensing system in Alberta. You would get a learner's license first, upon completion of your knowledge test, and a year later, you would be able to take the Road Test. The 2-years waiting time does not pertain to those who held driving license in their home country. You can register for a knowledge test online from your area's registry website.

To prepare for the test, download and review the Government of Alberta's "Driver's Guide to Operation, Safety and Licensing". The guide may also be



available in other languages as well.

## About Lacombe

### Welcome to Lacombe, Alberta

#### Your New Home Away from Home

Nestled in the heart of Central Alberta, Lacombe is a charming city known for its friendly community, scenic beauty, and rich history. Located just 25 km north of Red Deer and midway between Edmonton and Calgary, Lacombe offers the perfect balance of small-town warmth and big-city access.

#### What Makes Lacombe Special?

- **Historic Downtown:** Explore Edwardian architecture, cozy cafés, and local shops. Don't miss the iconic Urquhart Block and Alberta's oldest operating blacksmith shop.
- **Nature All Around:** Surrounded by rolling parkland, Lacombe is ideal for walking, biking, and enjoying Alberta's four distinct seasons—from sunny lake days to snowy winter strolls.
- **Community Vibes:** With a population of around 14,500, Lacombe is a close-knit city where people greet each other by name and newcomers are quickly welcomed in.

#### A Diverse and Growing City

Lacombe is home to a mix of young families, professionals, and retirees. While the majority of residents are of European descent, diversity is growing, with vibrant Indigenous, Filipino, South Asian, and international communities. Burman University itself welcomes students from over 37 countries, adding to the city's multicultural spirit.

#### Weather Snapshot

- **Summer:** Warm and pleasant (average July high: 23°C)
- **Winter:** Cold but beautiful (average January high: -5°C)



- **Spring & Fall:** Crisp and colorful  
Tip: Pack layers and prepare for quick weather changes—especially during winter!

### ✦ Why Students Love Lacombe

- Safe, peaceful environment for study and reflection
- Easy access to nature, recreation, and nearby cities
- A welcoming atmosphere that feels like family
- Free public health care for international students in Alberta

Whether you're here for academics, adventure, or spiritual growth, Lacombe is ready to be your home base for discovery. Welcome—we're so glad you're heading here soon.

## Places to visit when in Lacombe



### Flatiron Building Museum

Lacombe's iconic red-brick landmark filled with local history and art exhibits.



### Kraay Family Farm & Corn Maze

Seasonal fun with a giant maze, petting zoo, and pumpkin patch—great for group outings!





### Historic Downtown Lacombe`

Stroll through vintage architecture, murals, and cozy cafés in one of Alberta’s most charming main streets.



### Len Thompson Trout Pond & Lacombe Lake

A peaceful spot for walking, fishing, and relaxing. Home to the world’s largest fishing lure



### Ellis Bird Farm

A nature sanctuary with wildflower trails, birdhouses, and a café—perfect for a quiet afternoon



### Gull Lake

A local favorite for swimming, paddle boarding, and lakeside picnics





### **Sylvan Lake**

A lively lakeside town with restaurants, festivals, and water sports.



### **Red Deer**

Closest urban center for shopping, movies, and international cuisine.



### **Banff National Park**

Canada's crown jewel—mountains, hot springs, and hiking trails await for weekend getaways.



## Lacombe Taxi services



Lacombe Taxi  
587 693 4111

Good guy Cab  
403 597 1692

There are no public transportation system operating in Lacombe.

## Airport Transportation

### Edmonton Airport and Calgary Airport Shuttle Service

An airport shuttle is available to take students to and from the Edmonton and Calgary airports. Please carefully read the following procedures and policies for booking a seat on the shuttle.

The cost for a one-way trip to or from the Edmonton airport for a full-time enrolled Burman student is **\$66.00** and Calgary **\$85.00**. If you want to book outside of shuttle dates there is an additional charge of **\$50.00**. If there are 3 or more people travelling at the same time this additional charge will be waived. Trips outside of regular shuttle dates are not guaranteed in any way as vehicles may not be available for that trip. Reservations should be made as early as possible to ensure a seat, at least 2 weeks in advance. Reservations made without the minimum three office days notice will result in a **\$50.00 late booking fee**.

### Airport Shuttle reservation link

[https://docs.google.com/forms/d/e/1FAIpQLScX0f7mlIMHH5zFbYfOK3HF846PmyG9TilQO\\_Ke3DI7M7Bxww/viewform](https://docs.google.com/forms/d/e/1FAIpQLScX0f7mlIMHH5zFbYfOK3HF846PmyG9TilQO_Ke3DI7M7Bxww/viewform)



## SDA Churches in Lacombe



The College height Seventh Day Adventist Church is the official university church for the Burman University campus. It is located on the campus and is very difficult to miss. It is one of the first building while entering the Burman university. There are two other seventh day Adventist worship locations in Lacombe namely: Lacombe Community Seventh day Adventist and The Friendship Company Seventh day Adventist (TFC).

## Consulates & Embassies in Alberta

*Helping You Stay Connected to Home While You Study Abroad*

Whether you need passport services, cultural support, or just want to connect with your home country, these consulates and honorary embassies are here to help!

### Located in Calgary

Country	Office Type	Address / Notes
Austria	Honorary Consulate	Calgary
Barbados	Honorary Consulate	Calgary
Belize	Honorary Consulate	Calgary



Brazil	Consulate	Calgary
Chile	Honorary Consulate	Calgary
China	Consulate General	Calgary
Colombia	Honorary Consulate	Calgary
Czech Republic	Consulate General	Calgary
Denmark	Honorary Consulate	Calgary
El Salvador	Consulate General	Calgary
Finland	Honorary Consulate	Calgary
France	Honorary Consulate	Calgary
Germany	Honorary Consulate	Calgary
Ghana	Honorary Consulate	Calgary
Greece	Honorary Consulate	Calgary
Hungary	Honorary Consulate	Calgary
Iceland	Honorary Consulate	Calgary
Ireland	Honorary Consulate	Calgary
Italy	Honorary Consulate	Calgary
Japan	Consulate General	Calgary
Kazakhstan	Honorary Consulate	Calgary
Korea (Republic)	Consulate General	Calgary
Lebanon	Honorary Consulate	Calgary
Mali	Honorary Consulate	Calgary
Mexico	Honorary Consulate	Calgary
Mongolia	Honorary Consulate	Calgary
Nepal	Honorary Consulate	Calgary
Netherlands	Honorary Consulate	Calgary
Norway	Honorary Consulate	Calgary
Papua New Guinea	Honorary Consulate	Calgary
Philippines	Consulate General	Calgary
Poland	Honorary Consulate	Calgary



Romania	Honorary Consulate	Calgary
Serbia	Honorary Consulate	Calgary
Slovakia	Honorary Consulate	Calgary
Slovenia	Honorary Consulate	Calgary
Sri Lanka	Honorary Consulate	Calgary
Sweden	Honorary Consulate	Calgary
Switzerland	Honorary Consulate	Calgary
United Kingdom	Consulate General	Calgary
United States	Consulate General	Calgary

### **Located in Edmonton**

Country	Office Type	Address / Notes
Barbados	Honorary Consulate	Edmonton
Belgium	Honorary Consulate	Edmonton
Brazil	Honorary Consulate	Edmonton
Côte d'Ivoire	Honorary Consulate	Edmonton
Denmark	Honorary Consulate	Edmonton
Estonia	Honorary Consulate	Edmonton
France	Honorary Consulate	Edmonton
Ghana	Honorary Consulate	Edmonton
Hungary	Honorary Consulate	Edmonton
Iceland	Honorary Consulate	Edmonton
Jamaica	Honorary Consulate	Edmonton
Japan	Consulate General	Edmonton
Latvia	Honorary Consulate	Edmonton
Malta	Honorary Consulate	Edmonton
Mauritania	Honorary Consulate	Edmonton



Morocco	Honorary Consulate	Edmonton
Netherlands	Honorary Consulate	Edmonton
Norway	Honorary Consulate	Edmonton
Poland	Honorary Consulate	Edmonton
Portugal	Honorary Consulate	Edmonton
Russia	Honorary Consulate	Edmonton
Spain	Honorary Consulate	Edmonton
Sweden	Honorary Consulate	Edmonton
Ukraine	Consulate General	Edmonton

### **Located in Canmore**

Country	Office Type	Address / Notes
Tunisia	Honorary Consulate	Canmore

### **Need Help?**

If you're unsure which consulate to contact, visit [Embassy Pages Alberta Directory](#) for updated addresses, phone numbers, and services.

## **Shopping Centers in Lacombe & Nearby Areas**

*Your go-to spots for groceries, fashion, tech, and weekend browsing!*

### **Lacombe**

#### **Lacombe Centre**

 5230 45 St, Lacombe, AB T4L 1H5

 Local shops, services, and dining options

 [Visit Lacombe Centre](#)



## **Red Deer (20 minutes south of Lacombe)**

### **Parkland Mall**

 4747 67 St, Red Deer, AB T4N 6H3

 Walmart, Winners, Ardene, and more


### **Bower Place**

 4900 Molly Banister Dr, Red Deer, AB T4R 1N9

 H&M, Sephora, Sport Chek, and a modern food court

### **Village Mall**

 6351 50 Ave, Red Deer, AB T4N 4C9

 Smaller plaza with essential services

### **Tips for Students**

- Most malls have public transit access from Red Deer.
- Look out for student discounts—especially at clothing and tech stores.
- Weekend hours may vary, so check online before heading out.

## **Grocery Stores – Essentials & Everyday Shopping**

### **Lacombe**

- **Sobeys** – 5112 Hwy 2A, Lacombe
- **Lionel's No Frills** – 5700 Hwy 2A, Lacombe
- **M&M Food Market** – 5124 Hwy 2A, Lacombe
- **Co-op Food store** - 5842 Hwy 2A, Lacombe

### **Red Deer**

- **Walmart Supercentre** – 6375 50 Ave
- **Save-On-Foods** – 6720 52 Ave
- **Central Alberta Co-op** – 6201 46 Ave
- **Sinnott's Your Independent Grocer** – 3 Clearview Market Way
- **Wholesale Club** – 15-6350 67th St



- **Sobeys** – 6380 50 Ave
- **Corral Foods** – 6830 59 Ave
- **Real Canadian Superstore** -5016 51 Ave

## 🍴 Cultural Restaurants in Lacombe & Red Deer

*Explore the world—one plate at a time!*

### Jamaican / Caribbean

- **Chubby Jerk BBQ & Kitchen** (*Red Deer*)  
 📍 5005 50 Ave, Red Deer, AB  
 🍷 Authentic jerk chicken, patties, and island vibes  
[View on Facebook](#)

### Mexican / Latin American

- **Jose Jose** (*Red Deer*)  
 📍 7110 50 Ave, Red Deer, AB  
 🍷 Nuevo Latino cuisine with bold flavors and flair  
[Explore their menu](#)

### Indian

- *Popular options in Red Deer & Lacombe include:*
  - **Tandoor ‘n’ Flame** – Classic North Indian dishes
  - **Mumbai Central** – Street food and curries
  - **Spice Hut Indian Cuisine** – Buffet and à la carte
  - **The 1947 Indian Restaurant** (Lacombe)

### Chinese

- *Red Deer & Lacombe favorites:*
  - **Phoenix Buffet** – All-you-can-eat Chinese fare
  - **Lucky Dragon Restaurant** (*Lacombe*) – Local favorite for takeout
  - **Dragon City Café** – Traditional Cantonese dishes

### Korean

- **Korean BBQ House** (*Red Deer*) – Grilled meats and banchan



- **Seoul Korean Restaurant** – Cozy spot with authentic flavors

### **Spanish / Tapas**


- **Jose Jose** also features Latin fusion dishes with Spanish influence.
- For traditional Spanish tapas, Calgary offers more variety for weekend trips.

### **French / European**

- **Cilantro and Chive** (*Lacombe*) – Canadian-European fusion with flair

## **Global Grocery & Cultural Markets – Red Deer, Alberta**


### **Chi-Buking International Store Wholesale/Retail**


 6817 52 Ave

 African, Caribbean, Asian, Hispanic, and Indian groceries

A multicultural treasure trove offering everything from spices to beauty products.


### **Zamzam Market**

 6842 50 Ave

 Middle Eastern & Halal products

Great for halal meats, spices, and traditional pantry staples.

### **Sunshine Oriental Store**

 4717 49 Ave

 Asian groceries—frozen, dry, and specialty items

Perfect for noodles, sauces, snacks, and cooking essentials.

### **Big Bend Market North**



📍 7619 Gaetz Ave

🛒 Locally sourced meats with European-style deli options  
Artisan sausages, smoked meats, and specialty cuts

🔗 [Explore Big Bend Market](#)

### **Flikky Market**

📍 4805 48 St

🛒 African, Caribbean, Asian, and Latin groceries  
Also offers clothing, accessories, and cultural goods

🔗 [Visit Flikky Market](#)

### **Abyssinia Village Market**

📍 5017 49 St #120

🛒 East African groceries and cultural items  
Known for spices, frozen meats, and traditional artifacts.

### **Unimarket Red Deer Inc**

📍 5317 Gaetz Ave

🛒 Latin American products—Colombian, Peruvian, and more  
Fresh produce, snacks, and cultural ingredients

🔗 [Explore Unimarket](#)

### **Pinoy Meaty Mart**

📍 6200 67a St #9

🛒 Filipino groceries and frozen meats  
Great for spring rolls, sauces, and traditional baked goods.



# Registrar and Admissions Service

## Vision

Registrar and Admissions Services serves the students, faculty, staff, alumni, and other constituents of Burman University, and supports and promotes Christian Education through clear, efficient, reliable, and accessible records-management processes.

## Mission

Registrar and Admissions Services creates value by intentionally providing personal and efficient service in the spirit of Jesus Christ, with confidence, compassion, and commitment.

## Values

Integrity

Accuracy

Confidentiality

Community

Eternity

## Resources

Academic forms can be accessed on the student portal. If the form you need isn't listed, please email [registrar@burmanu.ca](mailto:registrar@burmanu.ca).

- [Academic Calendar and Degree Sequences](#)
- [2025/26 Academic Dates](#)
- [Student Portal Login](#)
- [Term Course Schedule Worksheet \(For Print\)](#)
- [Alberta Student Number \(ASN\)](#)
- [Transcript Requests](#)



- [Alberta Transfer Guide](#)
- [Exam Schedule](#)
- [SDACC Summer School Registration](#)
- [Celebrating Our Diversity - Opening Convocation 2025](#)



## Student Financial Services

At Student Financial Services it's our mission to make education financially accessible. We'll help you navigate through the paperwork and find the best way for you to finance your future. We have the tools and resources and we are eager to see what we can do for you.

## Office Hour

Monday:	9 AM – 4 PM
Tuesday:	9 AM – 4 PM
Wednesday:	9 AM – 4 PM
Thursday:	9 AM – 4 PM
Friday:	9 AM – 12 PM
Saturday:	Closed
Sunday:	Closed



Closed for  
Lunch: 12 PM – 1 PM

## QUICK LINKS

- [Which scholarships should I apply for?](#)
- [Net Cost Calculator](#)
- [Spending Plans](#)

Link to international student cost Summary

<https://www.burmanu.ca/studentfinancialservices/international>

International Scholarship link <https://www.burmanu.ca/scholarships/entrance/international>



# Student Services

Student Services exists to support your academic and personal success by ensuring you have the best possible experience on campus. It is our goal to foster collaboration and dialogue between all offices and departments that contribute to the lives of our students. We are administratively responsible for [Student Housing](#), the [Sakala Success Centre](#), [PE Centre](#), [Transportation Shuttle Service](#), as well as all [Student Clubs and Organizations](#) ([Campus Ministries](#), [Student Association](#), etc.). All non-academic requests go through our office, including, but not limited to: programming, field trips, summer tours, and off-campus housing. We are here for you during your time at Burman, so don't hesitate to speak with us.

## QUICK LINKS

**[Burman Advantage](#)**

**[CUE Quest \(Orientation\)](#)**

**[Food Services \(ARAMARK\)](#)**

**[Register a New Club](#)**

**[Re-Register a Club](#)**

**[Sakala Success Centre](#)**

**[Student Housing](#)**



## ACADEMIC ADVISING

Burman University assigns each student an academic advisor — someone who will help you plan your degree from start to finish. Also, be sure to talk to your academic advisor about opportunities for work-integrated learning. If you're considering dropping or withdrawing from a course or if you think you might fail, talk to your academic advisor. Your advisor can help you discern the right path and can help you connect with other resources on campus. You can book an appointment to meet with your academic advisor at any point in the academic year, but we especially encourage students to connect with their advisor during the dedicated advising weeks in the Fall and Winter semester. You can find these dates in the Academic Calendar (on the Registrar's section of the website).

## BURMAN UNIVERSITY LIBRARY

### Library Spaces

The library is an interactive space for students to work collaboratively and dynamically. Although most of the library is available for group study, there are rooms that are available to be booked.

### Library Spaces

Click on each room to see each room's availability. Please read the [spaces use policies](#) before booking.

- [Study Room #1 \(Prayer Room\)](#)
- [Study Room #2](#)
- [Study Room #3](#)
- [Study Room #4](#)
- [Study Room #5](#)
- [Centre for Peace & Justice](#)
- [Classroom](#)
- [Maker Space](#)
- [Writing Centre](#)
- [Library Directors Office](#)



## How to Book Spaces

When creating an event in Google Calendar (either in a browser or the Google Calendar App) through the Create button, you can book Google rooms/resources:

1. Add event date and time
2. Access resources by selecting Rooms on the right side and a list of resources will display
3. Scroll through the list selecting items to expand or type the resource or building name into the Search rooms box to find the desired resource. (By default, only the resources that you have access to book and that are available at the requested time display.)
4. Select the desired room to add it to the list of Participants below

The screenshot shows the Google Calendar 'Test Meeting' creation interface. The interface is divided into two main sections: the left sidebar for event details and the right panel for room selection.

**Left Sidebar (Event Details):**

- 1:** A yellow box highlights the date and time selection area at the top, showing 'Dec 3, 2022' and '2:15pm to 3:00pm'.
- 2:** A yellow box highlights the 'Rooms' tab in the right panel, which is currently selected.
- 3:** A yellow box highlights the search bar in the right panel, labeled 'Search for room or resource'.
- 4:** A yellow box highlights the 'Library-Basement-Group Study Room 3 (5)' room selection at the bottom of the right panel.

**Right Panel (Rooms):**

- The 'Rooms' tab is selected, showing a list of available rooms.
- The search bar is labeled 'Search for room or resource'.
- The list of rooms includes: Classroom LIBRARY • BASEMENT (30 Projector), Group Study Roo... LIBRARY • BASEME... (5), Group Study Roo... LIBRARY • BASEME... (5), Group Study Roo... LIBRARY • BASEME... (5), Group Study Roo... LIBRARY • BASEME... (5), Maker Space LIBRARY • BASEMENT (15), and Writing Centre LIBRARY • BASEMENT (2).
- The room 'Library-Basement-Group Study Room 3 (5)' is selected at the bottom.

**Left Sidebar (Event Details):**

- The event title is 'Test Meeting'.
- The date and time are 'Dec 3, 2022' and '2:15pm to 3:00pm'.
- The 'All day' checkbox is unchecked.
- The 'Does not repeat' dropdown is selected.
- The 'Add video conferencing' button is visible.
- The 'Make it a Zoom Meeting' button is visible.
- The 'Add location' field is empty.
- The 'Notification' dropdown is set to '10 minutes'.
- The 'Add notification' field is empty.
- The 'Busy' dropdown is set to 'Default visibility'.
- The 'Create meeting notes' button is visible.
- The 'Add description' field is empty.



# The Sakala Center

At Burman University, your success is our priority. We offer a wide range of programs and services to help you succeed in university. We understand the difficulties some may face in post-secondary education. The Sakala Success Centre offers academic, professional, mental, and emotional support through seminars, workshops, and counselling. Discover the ways that we can help you today.

**Services will be provided by appointment only and can be arranged by contacting the Sakala Success Centre.**

For all inquiries about Counselling Services, Academic Tutoring Services, Career Assessments & Accessibilities/Accommodations please contact:

- [Crystal Johnson, Office Manager](#)

For all inquiries about Counseling and Mental Health Training please contact:

- [Tamara van Rensburg, Counsellor](#)

For all inquiries related to Mental Health Trainings, Career Assessments, the Mental Health Strategy and the Gender-based Violence policy and procedures please contact:

- [Elise Kruithof, Centre Director](#)



## HOURS

Closed for the summer

Monday - 8:00 AM to 5:00 PM

Tuesday - 8:00 AM to 5:00 PM

Wednesday - 8:00 AM to 5:00 PM

Thursday - 8:00 AM to 5:00 PM

Friday - 8:00 AM to 12:00 PM

## Writing Centre

The Burman University Writing Centre offers writing support services to all Burman students in all subject areas. Our goal is to help students become more confident, self-directed, and informed writers who achieve greater academic and professional success. The Writing Centre offers one-on-one tutoring, workshops, and support materials. Please book appointments with a tutor through Appointlet.

[Appointlet](#)

Contact: [writingcentre@burmanu.ca](mailto:writingcentre@burmanu.ca)

### Grammarly

Use your @burmanu.ca email to sign up for a free subscription to the education version of **Grammarly**, an upgraded version of the free plan. Grammarly.edu is an online proofreading and editing tool that checks your grammar, punctuation, sentence structure, tone, style and plagiarism errors. Grammarly.edu provides suggestions for correcting errors and wording as you type. Make sure you get the most out of this tool by adding the plugins and extensions listed below. If you do not have the appropriate extensions, you will not be using the upgraded Grammarly version, so make sure to upload the ones you



need. You will see a green logo on the Word or Google Doc page if you have the correct extensions uploaded.

- [MS Office Plug-in](#)
- [Desktop App](#)
- [Chrome Extension](#)
- [Safari Extension](#)
- [Firefox Extension](#)

## Writing Resources from Purdue OWL

[APA Style Guide](#)

[MLA Style Guide](#)

[Chicago Style Guide](#)

[Common Writing Assignments](#)

## Academic Assistance

Academic mentoring covers general topics such as academic planning, goal setting, organization and time management, learning styles, exam preparation, research and writing, and procrastination. We also offer assessments for study strategies and learning styles. Contact the Sakala Success Centre to inquire about what we can offer you.





### **Accessibility**

The Sakala Success Centre will provide reasonable accommodations to ensure the academic success of students who possess identified needs or assistance in congruence with both the federal and provincial legislation in Canada.



### **Academic Skills**

The Sakala Success Centre provides assistance in developing healthy study skills through both individual consultations as well as group presentations and programming.



### **Tutoring**



The Sakala Success Centre coordinates a tutoring schedule every semester for the following classes: Biology, Chemistry, English, French, Greek, Hebrew, Math, Physics, Statistics. Tutoring in other classes is available on request.

## Clubs and Organizations

Burman University encourages student participation in a variety of clubs and organizations that provide numerous opportunities to trigger intellectual, physical, social, spiritual, and leadership development.

### Academic Clubs

- Burman University Pre-Med Club - Advisor: Pekka Maattanen and Laurence Wong
- Business Club - Advisor: Louicius Michel
- Dental Study Club - Advisor: Laurence Wong
- Educators' Guild - Advisor: Tim Buttler
- French Club - Advisor: Carolyn Snipes-Hoyt
- International Studies Club - Advisor: Marc Frose
- Nursing Association Club - Advisor: Sandra Acquah
- Outdoor Club - David Delafield and Kevin Kiers
- Psychology and Behavioural Science Club - Advisor: Dadria Lewis
- Theology Club - Advisor: Jonathan Campbell
- Wellness Club - Advisor: Ellison Obisike.

### Athletic Teams (the Bobcats)

- Acronaires
- Badminton (ACAC)



- Basketball
- Futsal
- Indoor Soccer
- Volleyball
- Hockey (The hockey team is organized as a "Club". Participation cannot be used toward athletic scholarship renewal.)

## Student Government

- [Burman University Student Association](#) (BUSA) - Email: SA@burmanu.ca
- Burman Senators

## Touring/Performing Organizations

- Acronaires - Head Coach: Ron Schafer
- Burman University Concert Winds – Co-Directors: Dr. Karen Gustafson and Dr. Jim Bicigo
- Chamber Orchestra - Director: Eduardo Sola
- Chamber Singers - Director: Wendolin Munroe
- Burman singers - Director: Wendolin Munroe
- Ubuntu - Director: Sean Kapakasa

## Special Interest Clubs

- Badminton Club
- Bahamian Club
- Baking Club
- Bezalel's Apprentices of Fine Arts
- Burman African Cultural Club
- Burman Beekeeping Club
- Burman Black Student Alliance



- Burman Football Association
- Burman University Ghanaian Association
- Burman University Latin American Association
- Burman University Tennis Club
- Collegiate Adventists for Better Living (CABL)
- Drama Society
- Filipino Cultural Club
- Haitian Club
- Korean Cultural Club
- Photography Club
- Running Club
- Tennis Club

## Burman University Crisis & Wellness Support

### ♀ Campus Chaplain & Spiritual Care

- Offers confidential emotional and spiritual support
- Contact: [Burman University Campus Ministries](#)

### ♀ Student Services Office

- Can help coordinate access to mental health, academic, and personal support
- Visit: [Burman University Student Services](#)
- The Sakala Center that operates under the offices of student services

### ♀ International Office (Mario Parchment)

- Direct support for international students navigating stress, transition, and emergencies
- Contact: [mario@burmanu.ca](mailto:mario@burmanu.ca) | 587-438-9244



## **Mental Health & Crisis Support in Lacombe**

### **Alberta Mental Health Helpline**

- Free, confidential support 24/7
- Phone: 1-877-303-2642
- Website: [Alberta Health Services Mental Health](#)

### **Distress Centre Central Alberta**

- 24/7 crisis line and text support
- Phone: 403-346-0023
- Text: 403-986-HELP (4357)
- Website: [Distress Centre Central Alberta](#)

### **Lacombe Hospital & Care Centre**

- Emergency medical and psychiatric services
- Address: 5430 47 Ave, Lacombe, AB
- Phone: 403-782-3336

## **Safety & Emergency Services**

### **Lacombe Police Service**

- For emergencies or safety concerns
- Emergency: 911
- Non-emergency: 403-782-3279
- Website: [Lacombe Police](#)

### **Alberta Health Link**

- 24/7 nurse advice and health guidance
- Phone: 811



## Online & Provincial Resources

### 211 Alberta

- Free, confidential referral service for housing, food, mental health, and crisis support
- Phone: 211
- Website: [211 Alberta](#)

### Togetherall

- Online peer-to-peer mental health support for students
- Website: [Togetherall](#)

## Lacombe Hospital & Emergency Room

- **Facility Name:** Lacombe Hospital and Care Centre
- **Address:** 5430 47 Avenue, Lacombe, AB T4L 1G8
- **Emergency Contact:** 403-782-3336
- **Services:** 24/7 emergency care, general medical services, mental health support
- **Managed by:** Alberta Health Services
- [More details on Alberta Health Services](#)

## Walk-In Clinics in Lacombe

### 1. Medcombe Walk-In Clinic

- **Address:** 4956 Highway 2A, Lacombe, AB T4L 1J9
- **Phone:** 403-782-1408 or 403-782-5431
- **Services:** General health care, walk-in appointments
- [Clinic info and booking options](#)



# HEALTH SUPPORT

In Alberta, doctor's visits and prescriptions are covered under AHCIP and ASC Health and

Dental Plan. Burman University international students should receive insurance coverage through the provincial Alberta Health Care Insurance Plan (AHCIP) AND the ASC Health and Dental Plan at Burman University.

The ASC Health & Dental plan includes coverage for a wide range of medical care, including 70%-100% coverage for prescription medication, and dental care, ambulance coverage, massage therapy, physiotherapy, chiropractor and other paramedical service benefits, which are essential to your everyday wellbeing!

If you need health advice, have a health concern and need help to assess whether or not it is a medical emergency, call the Health Link by dialing 811 for quick advice from a registered nurse 24/7. They will ask questions, assess symptoms and determine the best care for you. For emergencies call 911 or call Uber to drop you off at the emergency room.

## Student Health Plan

As a student at Burman University, Health and Dental Insurance Coverage are mandatory for all eligible students. Opt-outs are available for those who qualify. You are automatically enrolled into the student health plan once you are accepted into Burman University.

### **TIP:**

Call the ambulance **ONLY** if it's an **EMERGENCY**. It will cost you approx. \$500 to get transported by an ambulance and it is **NOT** covered by Alberta Health Services.



# EMPLOYMENT OPPORTUNITIES

## Volunteer

Volunteer work is a fantastic way to be actively involved in the community. It allows students to gain valuable work experiences and strengthens their resume and enhances future employment opportunities. Find out more at Volunteer Alberta's website.

<https://volunteeraberta.ab.ca/for-volunteers/find-a-volunteer-opportunity/>

## On-Campus Work Opportunities for International Students

At Burman University, international students with valid study permits that include work authorization are eligible to apply for on-campus employment. These opportunities not only provide financial support but also help students build valuable experience and connections within the campus community.

### Available Roles Include:

- Office support in various departments
- Facility maintenance and groundskeeping
- Custodial services across campus buildings

These positions are part of Burman's student labour program and are designed to accommodate academic schedules while offering meaningful work experiences.

### Important Reminder:

If you are interested in working on campus, please speak with the **International Student Coordinator** as early as possible. Early contact ensures that your employment eligibility can be confirmed and that your name is considered when opportunities arise.

We're here to support your success—both in the classroom and beyond!

## Work Off-Campus

There are specific conditions to work off-campus for international students. Please check

your eligibility with IRCC page.

Here are resources to find jobs outside:



<https://www.canada.ca/en/services/jobs/opportunities.html>  
<https://ca.indeed.com/>  
<https://www.alberta.ca/government-of-alberta-jobs.aspx>  
<https://alis.alberta.ca/occinfo/occupations-in-alberta/>

## **Adjusting to Life in Canada: Understanding Culture Shock**

Starting university in a new country is exciting—but it can also feel overwhelming. Many international students experience **acculturation stress**, also known as **culture shock**, as they adjust to life in Canada. This is a normal part of the transition, and you're not alone.

### **What Might Feel Different**

You may find certain aspects of Canadian life unfamiliar or challenging, such as:

- ❄️ **Weather** – Cold winters and changing seasons
- 🍽️ **Food** – Different ingredients, flavors, and meal customs
- 🏠 **Community life** – Social norms, relationships, and communication styles
- 👩‍🏫 **Classroom culture** – Teaching styles, participation, and expectations
- 📋 **University rules** – Academic policies and campus procedures
- 

### **Signs You Might Be Experiencing Culture Shock**

If you're feeling off, here are some common signs:

- Loss of appetite or overeating
- Trouble sleeping or sleeping too much
- Feeling tired, irritable, or emotionally drained
- Feeling isolated or homesick
- Using substances to cope
- Feeling helpless or disconnected

### **How to Cope and Thrive**

Here are some ways to take care of yourself and ease the transition:



- **Recognize that your feelings are normal**—be patient with yourself. It takes time.
- **Connect with Sakala Center staff**—they’re here to support you!
- **Join international student events**—they’re a great way to meet others and feel at home.
- **Stay in touch with loved ones**—use WhatsApp, Instagram, or other platforms to stay connected.
- **Keep your cultural practices**—find places of worship, celebrate your holidays, and honor your traditions.
- **Cook or find familiar foods**—explore international grocery stores or try local restaurants with your cuisine.
- **Get active**—join sports or use the free campus fitness centre to boost your mood and energy.
- **Learn about Canadian culture**—ask questions, explore your surroundings, and embrace the experience.

## **Electricity in Canada: What International Students Should Know**

Before plugging in your devices, it’s important to understand how electricity works in Canada so you can stay safe and avoid damaging your electronics.

### **Voltage & Frequency**

- **Standard voltage:** 120 volts
- **Frequency:** 60 Hz (cycles per second)  
This is different from many countries that use 220–240 volts and 50 Hz.

### **Plug Type**

- **Outlet type:** Type A and Type B
  - **Type A:** Two flat parallel pins
  - **Type B:** Two flat pins + one round grounding pin  
These are the same as those used in the United States and parts of Central America.

### **What You Might Need**

If you're bringing electronics from home:

- **Check your device’s voltage rating.** If it says “100–240V, 50/60Hz,” it’s compatible worldwide.



- Use a **voltage converter** for devices that only support 220–240V.
- **Bring a plug adapter** if your plug shape doesn't match Canadian outlets.

### **Safety Tips**

- Never force a plug into an outlet that doesn't fit.
- Avoid using high-powered appliances (like hair dryers or kettles) without checking voltage compatibility.
- If unsure, ask Residence staff before plugging in.


## **Local Settlement Resources for International Students**

Whether you're looking for help with housing, legal documents, cultural adjustment, or community connections, these organizations are here to support your journey.


### **Lacombe Area Resources**

#### **1. Burman University International Office**

Your first stop for personalized support.

 On campus


 Speak directly with the International Student Coordinator (that's you!)


 Help with: immigration questions, cultural adjustment, employment, and community referrals

#### **2. Lacombe & District Family and Community Support Services (FCSS)**

Offers programs for newcomers, families, and youth.

 [Visit Lacombe FCSS](#)

 403-782-6637

 Help with: community connections, volunteer opportunities, and wellness programs



### 3. Lacombe Community Outreach Centre

Provides mental health and wellness support.

📍 5025 50 St, Lacombe

☎ 403-782-6601

💬 Help with: counselling, referrals, and emotional support

### 🌐 Red Deer Area Resources

#### 1. [Care for Newcomers Society](#)

A leading organization offering settlement support across Central Alberta.

📍 #202, 5000 Gaetz Avenue, Red Deer

☎ 403-346-8818

💬 Help with:

- English language classes
- Youth programs
- Cultural orientation
- Employment support
- Translation and interpretation
- Community connections

#### 2. [Newcomers to Canada Welcome Centre – Red Deer Public Schools](#)

Supports school-aged newcomers and their families.

☎ 403-343-1405

💬 Help with:

- English language assessments
- School registration
- Family intake interviews
- Referrals to Care for Newcomers



### 3. Central Alberta Refugee Effort (CARE)

Youth-focused programs and community integration.

 Red Deer

 Help with:

- Engage Immigrant Youth Program (ages 10–19)
- Weekly activities and language support
- Safe spaces for cultural adjustment

#### Pro Tips for Students

- Reach out early—many services offer free orientation sessions
- Ask for help with paperwork, housing, or finding cultural communities
- Use these resources alongside Burman’s support to build a strong foundation

## Be Aware: Staying Safe & Scam-Smart in Canada

As an international student, adjusting to a new country means learning not just the culture—but also how to protect yourself from scams, fraud, and other safety risks. Canada is generally safe, but like anywhere, it's important to stay alert and informed.

#### Common Risks to Watch For

##### 1. Scams Targeting International Students

- **Fake immigration calls or emails** pretending to be from IRCC or the police
- **Job offers that ask for money upfront** or personal banking info
- **Phishing emails** that look official but ask you to “verify” your identity
- **Rental scams** where fake landlords ask for deposits before showing the property



## 2. Identity Theft

- Sharing your **passport, SIN (Social Insurance Number), or banking info** with unverified sources
- Using **public Wi-Fi** to log into sensitive accounts without protection
- Clicking on suspicious links or downloading unknown files

## 3. Online Safety

- Be cautious with social media—avoid oversharing personal details
- Use strong passwords and enable two-factor authentication
- Don't respond to aggressive or threatening messages from unknown accounts

## How to Protect Yourself

- ☒ **Never share your SIN or passport unless absolutely necessary** and only with trusted institutions
- ☒ **Verify job offers and housing listings** through official channels or with help from the International Office
- ☒ **Ignore calls or emails demanding payment or threatening deportation**—real government agencies don't operate this way
- ☒ **Use secure Wi-Fi** and avoid logging into bank accounts on public networks
- ☒ **Report suspicious activity** to campus security or local police
- ☒ **Ask for help**—if something feels off, talk to the International Student Coordinator

## Helpful Contacts

Resource	Contact Info
Burman University Security	 403-318-8221
International Office	 international@burmanu.ca
Lacombe Police Service	 403-782-3279
Canadian Anti-Fraud Centre	 <a href="http://www.antifraudcentre-centreantifraude.ca">www.antifraudcentre-centreantifraude.ca</a>



**Resource**  
**Immigration, Refugees & Citizenship  
 Canada (IRCC)**

**Contact Info**  
 [www.canada.ca/immigration](http://www.canada.ca/immigration)

### **Final Reminder**

If something doesn't feel right—**don't ignore it**. Ask questions, get advice, and protect your peace of mind. You're not alone, and there are people here who care and want to help.

## **Taxes in Canada: What International Students Need to Know**

Even as a student, you may have tax responsibilities in Canada. Filing taxes can help you access benefits, stay compliant with immigration rules, and even get money back!

### **Who Needs to File Taxes?**

You should file a tax return if:

- You **worked in Canada** (even part-time or on-campus)
- You **received scholarships or bursaries** (some may be taxable)
- You want to **claim tuition credits** or apply for benefits like the GST/HST credit
- You stayed in Canada for **183 days or more** and have residential ties (e.g., housing, bank account, health card)

### **Residency Status Matters**

Your **tax residency status** affects what income you must report:

- **Resident:** You report *worldwide income* and may qualify for more credits
- **Non-resident:** You report *only Canadian-source income*



- **Deemed resident:** You stayed in Canada 183+ days but don't qualify as a full resident
- **Deemed non-resident:** You have ties to another country with a tax treaty

Learn more about residency status on [Canada.ca's tax guide for international students](#).

### **What You'll Need to File**

- **Social Insurance Number (SIN)** – Required to work and file taxes
- **T4 Slip** – Provided by your employer; shows income and taxes paid
- **T2202 Slip** – Provided by Burman University; shows tuition paid
- **Receipts** – For eligible expenses like student loan interest or moving costs

### **Tax Credits You Might Qualify For**

- **Tuition Tax Credit** – Reduces the amount of tax you owe
- **GST/HST Credit** – A quarterly payment for low-income individuals
- **Student Loan Interest Credit** – For interest paid on government student loans
- **Moving Expenses** – If you moved 40+ km for a job or studies
- **Scholarships & Bursaries** – Usually tax-free if used for education

### **How to File Your Taxes**

You can file:

- **Online** using certified software like TurboTax, Wealhtsimple Tax, or TaxTron
- **With help** from a tax clinic (some are free for students!)
- **By mail** using a paper return (less common)

Filing deadline: **April 30** each year for the previous calendar year.



### **Need Help?**

- Access the Burman University School of Business Tax Clinic
- Visit [H&R Block's guide for international students](#)
- Ask the **International Office** for referrals to local tax clinics

Use [Canada's official tax guide](#)





## Thank You & Best Wishes



To our dear international students,

Thank you for choosing Burman University as part of your educational journey. Your presence brings vibrant culture, new perspectives, and deep inspiration to our campus community. We are honored to walk alongside you as you pursue your goals, grow in wisdom, and discover your place in the world.

As you begin this exciting adventure, may you find friendship, purpose, and joy in every step. May this handbook serve as a helpful guide, and may the International Office & Lounge be a space where you feel seen, supported, and celebrated.

Welcome to Lacombe. Welcome to Burman. Welcome home.

With gratitude and best wishes,

Mario Parchment  
**The International Office**  
Burman University