

**Student Services  
Earl of March SS**

# Grad Newsletter

**November 2011**

## COLLEGE/ UNIVERSITY VISITS

Institution	Date	Time
UBC	Nov.2	8:00am
Western Univ.	Nov.3	12:35pm
Dalhousie Univ.	Nov.8	8:00am
Bishop's	Nov.9	8:00am
Brock Univ.	Nov.16	12:45pm

### Algonquin College

#### Portfolio Workshops

- For applicants who have applied to Algonquin College in one of the following programs:
- Animation
- Graphic Design
- Interior Design
- Interior Decorating

For more information contact  
Diane Banks at  
[banksd@algonquincollege.com](mailto:banksd@algonquincollege.com)

## Information Sessions

We still have a number of universities and colleges scheduled to visit us in this month. This is a great opportunity for you to find out about the institution and ask any questions you may have. Please sign-up in Student Services.

### Ontario College Information Session

Algonquin College

Thursday, November 3rd

9:00am-12:00pm

Representatives from many of the 24 different Ontario Colleges will be there.

### Algonquin College Open House

Thursday, November 3rd

Day Session: 9:00am-1:00pm

Evening Session: 5:00pm-7:00pm

Please register online at

[algonquincollege.com/openhouse](http://algonquincollege.com/openhouse)

**\*\*You must find your own transportation\*\***

## Open Houses

Most University and Colleges hold Open Houses.

This is an excellent opportunity to learn about the university/college you are interested in. By visiting the campus of the university/college you can find out more information by speaking to professors, touring the campuses, residences and attending information sessions. Go to the different websites of the university/college you are interested in and find out when they are hosting the Open House event. If you cannot attend university/colleges Open House they also offer campus tours. You can book a tour on the university/college website.



*Caption describing picture or graphic.*

## Scholarships

### Queen’s Chancellor’s Scholarship: Nomination Process

The Chancellor’s Scholarship is submitted via a nomination process. With Earl of March’s class size we can nominate up to 2 nominees.

Chancellor’s Scholarship nominees are outstanding students who stand out for their academic excellence, their demonstrated leadership and their original and creative thinking. To be considered for nomination please have your **complete** application to Mrs.Gervais by November 17th.

For further information visit [www.queensu.ca/studentawards](http://www.queensu.ca/studentawards)

Ask your parents/guardian if their workplace offers scholarships or bursaries.

What about your own workplace (eg. McDonalds)?

## Toyota Earth Day

The Toyota Earth Day Scholarship Program grants 20 awards of \$5000 each annually. The program encourages and rewards graduating Canadian high school students who have distinguished themselves through environmental community service, extracurricular and volunteer activities as well as academic excellence. Deadline is January 31, 2012.

Visit <http://earthday.ca/scholarship/application.php>

## The Canadian Red Cross

Many post-secondary programs require pre-admission proof of First Aid & CPR training. The Canadian Red Cross offers a comprehensive First Aid and CPR/AED training program and can meet any level of training required for post-secondary education.

For more information please contact us at: [ottawa.firstaid@redcross.ca](mailto:ottawa.firstaid@redcross.ca)

Or 613-560-7220 ext 249

## Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can re-use content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find “filler” articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you’re finished writing your newsletter, convert it to a Web site and post it.



*Caption describing picture or graphic.*

## Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or

**“To catch the reader’s attention, place an interesting sentence or quote from the story here.”**

clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice

column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

## Inside Story Headline

This story can fit 75-125 words.

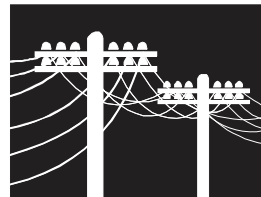
Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you’re trying to convey. Avoid selecting images that appear to be out of context.

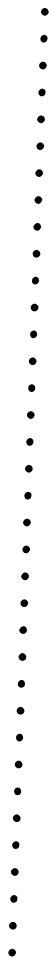
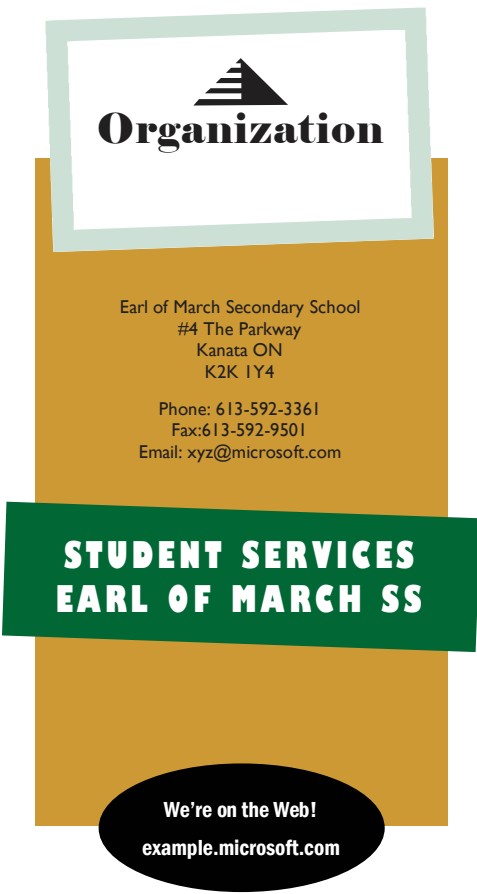
Microsoft Publisher includes thousands of clip art images from which you can

choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.



*Caption describing picture or graphic.*



*This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.*

*It would also be useful to include a contact name for readers who want more information about the organization.*

## Back Page Story Headline

This story can fit 175-225 words.

If your newsletter is folded and mailed, this story will appear on the back. So, it's a good idea to make it easy to read at a glance.

A question and answer session is a good way to quickly capture the attention of readers. You can either compile questions that you've received since the last edition or you can summarize some generic questions that are frequently asked about your organization.

A listing of names and titles of managers in your organization is a good way to give your newsletter a personal touch. If your organization is small, you may want to list the names of all employees.

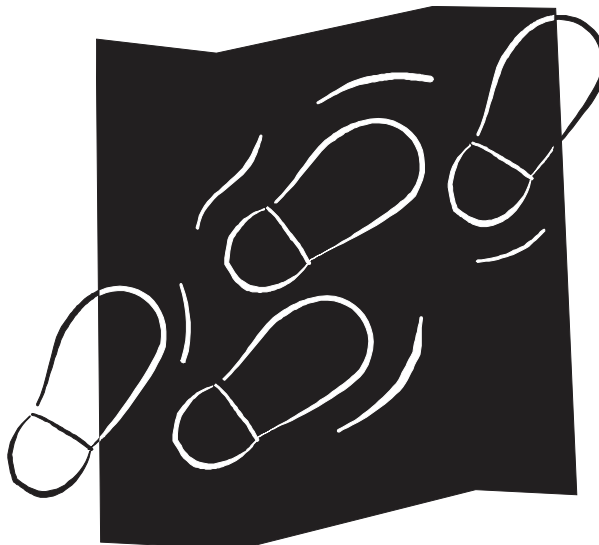
If you have any prices of standard products or services, you can include a listing of those here. You may want to refer your readers to any other forms of communication that you've created for your organization.

You can also use this space to remind readers to mark their calendars for a

regular event, such as a breakfast meeting for vendors every third Tuesday of the month, or a biannual charity auction.

If space is available, this is a good place to

insert a clip art image or some other graphic.



**Caption describing picture or graphic.**