

UNB POSTDOCTORAL FELLOWS HANDBOOK

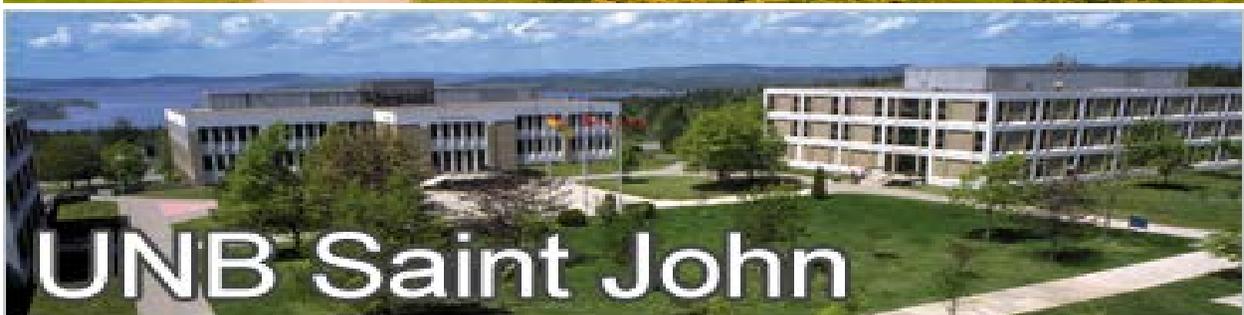


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GENERAL INFORMATION

Introduction:

Welcome to the University of New Brunswick! As a Postdoctoral Fellow (PDF/Postdoc), we recognize that you provide an essential service to our faculties and departments. You are pivotal to the advancement of research at UNB. The University of New Brunswick (UNB) offers many services, resources, and facilities to assist you in your goals during your time spent with us.

Postdocs come to UNB from all over the world and at various times of the year. Since there is so much diversification. Coming to a new university is always an adjustment, and in recognition of that we have created this guide to assist new Postdocs with their transition. It is designed to give an overview of the institution and the surrounding areas and will hopefully assist you in assessing the general life at both the Saint John and Fredericton campuses. There is also a wealth of information for our International Postdocs.

Terms and Duration

Postdocs are invited to UNB for various timeframes, some for as little as one month, others for a three-year period (which is the maximum time a person can be a Postdoc at this University). When PDFs come to UNB from outside of Canada we require their supervisors to offer a minimum one-year fellowship in order to ensure that these PDFs are eligible for New Brunswick Medicare. Should their work permits be dated for any timeframe less than one year they will not qualify for Medicare and subsequently they will not be eligible for the PDF Medical Benefits offered at UNB.

Exceptions in Eligibility

The Office of the Vice President (Research) holds the responsibility for PDFs at this institution and has various policies related to their existence. One such policy states that a person must be within 5 years receipt of their PhD in order to be eligible for a Fellowship position at UNB. Exceptions have been made in the past when a candidate has recently experienced a disruption in their work due to parental responsibilities, undertaking additional degree work, military service, or other special circumstances. Exceptions have also been made in the case of a PDF who works in a narrowly defined area of research or for candidates who are substantially changing their field of research.

Letter of Offer

When you are reading your letter of offer, be sure to check that the following information is included and correct:

- Your name and contact information;
- The start and end date of your fellowship which is determined by your department;

- An understanding on authorship and intellectual property rights and any other special conditions that may apply;
- Benefit information;
- The fellowship/stipend amount
- Job responsibilities

Unionization

Your employment at UNB as a Postdoctoral Fellow will be governed by the terms and conditions as set forth in the Collective Agreement between the University of New Brunswick and PSAC/PDF Local 60550. A copy of this Agreement can be found at <https://www.unb.ca/hr/labourrelations/index.html>. As a Postdoctoral Fellow, you are a member of the PSAC/PDF Local 60550 bargaining unit. More information about your Local can be found at: <http://ugsw.ca/post-docs/welcome-to-our-union.html>.

Benefits

As a condition of employment, it is compulsory for you to enroll in the Postdoctoral Fellow extended benefits plan which includes health, dental, and travel coverage, unless you have coverage elsewhere (if this is the case you will need to indicate the particulars of this coverage on the UNB Postdoctoral benefits plan registration form).

For questions about the plan or to acquire the necessary application forms please contact Sherri Robichaud (sherrir@unb.ca), Benefits and Pensions Assistant, in the People and Culture Office at UNB.

Curriculum Vitae (CV)

It is extremely important that your CV is up to date, and includes proof of a doctoral degree or a successful PhD defence. In order to be a PDF, you must have completed your doctorate degree.

Processing

A Letter of Offer will be sent to all Postdocs by the Office of the Vice President (Research). This letter will clearly outline:

- the term and locations of appointment
- financial terms
- specific benefits offered to the Postdocs (if any exist)
- information on the Postdoc's rights and responsibilities

Postdocs should familiarize themselves with PDF policies and how they apply to her/his appointment.

Acceptance of the appointment must be received from the incoming PDF by the Office of the Vice-President (Research) at least one-month prior to the commencement of the term. As well, before taking up the appointment, the Postdoc must ensure that all pertinent appointment documentation including proof of doctoral degree or successful PhD defence, appointment offer and acceptance; c.v.; Social Insurance Number (SIN), and Employment Authorization (issued by the IRCC in the case of International PDFs) is submitted to the People and Culture Office at UNB.

Postdoctoral Fellowship Office

As previously mentioned, the Office of the Vice President Research is responsible for all matters pertaining to the UNB Postdoctoral Fellowship Program. The Manager of this office is responsible for reviewing and approving any and all PDF offers at UNB. Please note that UNB Policy dictates that this office cannot assist in obtaining legal documentation such as work permits if the PDF is an international candidate. If you have any concerns or questions that cannot be addressed within your faculty/department please feel free to contact the Manager, who will assist you to the best of their ability.

Renée Audet-Martel, Manager
Office of the Vice-President (Research)
Sir Howard Douglas Hall, Room 212
Tel: (506) 453-5189
Email: rmartel@unb.ca

Policy on Misconduct in Research

This policy is currently being drafted and will be available soon.

Intellectual Property Rights

As a Postdoc you are to receive credit and recognition for the publication of your research and appropriate recognition for the transfer and commercialization of research discoveries. Please see Article 26 of the current Collective Agreement for more information on these rights.

Frequently Asked Questions

I would like to be a Postdoctoral Fellow at UNB. How do I apply?

Postdoctoral Fellows (PDFs) are hired individually by UNB Researchers. The Office of the VP Research is responsible issuing all formal offers to potential PDFs upon review of all the paperwork required from the Researcher(s) in order to offer a PDF, but we do not seek out or interview prospective applicants. Our advice is always to contact the department(s) that best suits your professional interests or abilities and ask them to circulate your CV within their units as a potential Postdoctoral Fellow.

I have received funding to conduct a Postdoctoral Fellowship at any institution of my choosing and I would like to come to UNB. What do I need to do?

If you are coming to UNB as a PDF and your funding will be coming to you directly from a third party, you are still required to seek out a UNB faculty member/Researcher to supervise you during your time at UNB. This person will need to complete the necessary paperwork identifying you as a UNB PDF which will ensure that you are added to any risk management or liability policies in effect at UNB. If you are having difficulty identifying someone, we can certainly help you make some connections.

As a UNB Postdoctoral Fellow will I have to pay taxes?

Yes, since the release of the Federal Budget in 2010 which clarified the fact that fellowships are taxable income in Canada all PDFs at UNB are responsible to pay Income Tax. Most PDFs at UNB are considered employees at the university and as such are responsible for paying all of the normal employment deductions.

Are the Postdoctoral Fellows at UNB unionized?

Most Postdoctoral Fellowships at UNB are governed by the terms and conditions as set forth in the Collective Agreement between the University of New Brunswick and PSAC/PDF Local 60550. This Agreement can be found at <https://www.unb.ca/hr/labourrelations/index.html>.

My Visa application is asking for a Labour Market Assessment Impact (LMLA) file number, how do I get this?

Postdoctoral Fellowships are Human Resources and Development Canada (HRDC) exempt and as such do not require HRDC approval to conduct research/teaching activities in Canada. This exemption falls under regulation #205(c) ii, code C44. The engagement letter templates have been written with careful attention to non-residents and include the required information for the IRCC application. If you are being asked for this information you likely have applied for the wrong type of work permit.

Can I be a Postdoctoral Fellow at UNB if I have not yet graduated with my PhD?

If a person has completed all of the requirements for his/her PhD (all courses, thesis, defence, and final submission of thesis copies to the university) and is merely waiting to convocate, he/she may begin a fellowship. The Office of the VP (Research) will require you to provide a letter from the Graduate Studies Office at your current university verifying this information. If a person has not yet defended his/her thesis, they are not eligible to be a Postdoc. Persons applying for a Postdoctoral Fellowship at UNB must be within 5 years receipt of their PhD.

What does the Vice-President (Research) office need in order to process a new Postdoctoral Fellowship application?

In order to process a new Postdoc application this office requires that the supervisor submit:

- an “Application to Hire a New Postdoctoral Fellow”
- a current version of the potential Postdocs Curriculum Vitae
- two letters of reference
- if the PDF will be paid directly from any outside source, a copy of their award letter must be included
- proof of receiving or defending PhD
- a copy of the photo page of their passports (if the candidate is international)
- a copy of any existing Canadian work permits (if the candidate is international)

How and when do I get paid?

Postdocs will be paid bi-weekly. It is imperative that we have received acceptance of your offer and that you have completed all of the necessary UNB payroll forms before your payroll services can commence. Please either communicate with the administrative staff in your new UNB department or directly with the Office of People and Culture at UNB to receive instructions on how to register as a new employee at UNB. If you are late arriving, (i.e. it is past the original start date indicated on your letter of offer) your supervisor will need to complete further paperwork with the Office of the VP (Research) before you can be added to the payroll system. This may delay your payroll services and therefore it is highly recommended that you arrive and begin work as indicated in your letter of offer.

How do I obtain access to the UNB Libraries?

Once in the payroll system, you are then able to acquire your UNB Identification Card (UCard). This will, among other things, give you access to all UNB libraries.

UNB-UCard



The UCard is the University of New Brunswick's official Photo ID Card. Much more than a simple ID, this card gives you discounts around town, access to library resources, entry to URec facilities, meal plans, entrance to exams, secure areas and can even be used as a campus debit card.

Fredericton:

UNB Card Office

Student Union Building, Room 106, 21 Pacey Drive

Phone: (506) 453-5148

E-mail: card@unb.ca

Office Hours: Monday & Thursday: 1:00pm - 4:30pm, Wednesday: 8:15am - 12:00pm

Saint John:

Environmental Health, Safety and Security Office

G. Forbes Elliot Athletics Centre, Room 119

Phone: (506) 648-5504

E-mail: SECURESJ@unbsj.ca

Office Hours: Mondays & Fridays 12:00pm- 4:00pm and Wednesdays 8:00am - 12:00pm

Library Services

The following information comes from: <http://www.lib.unb.ca/>. This link provides services to both the Fredericton and Saint John libraries.

Harriet Irving Library: The Harriet Irving Library (HIL) is the main library on UNB's Fredericton campus and is located directly across from the Student Union Building (SUB)

Science and Forestry Library: The Science and Forestry Library is located at the centre of the Integrated University Complex (IUC) concourse. Open to all members of the UNB community, its services and sources are specialized for those in the faculties of Science and Forestry & Environmental Management.

Engineering Library: The Engineering Library is located in Head Hall at room C-15. Open to all members of the UNB community, its services and sources are specialized for those in the faculties of Computer Science and Engineering.

Gerard V. La Forest Law Library: The Gerard V. La Forest Law Library is located in Ludlow Hall on Dineen Drive. Open to all members of the UNB community, its services and sources offer a wealth of legal information in a variety of formats.

Hans W. Klohn Commons: The Hans W. Klohn Commons is the home to the *UNB Saint John campus library*, as well as many other important resources and services.

Library	Phone Number	Email	Street Address
Harriet Irving Library	(506) 453-4740	hilref@unb.ca	5 Macauley Lane Fredericton, New Brunswick Canada E3B 5H5
Science and Forestry Library	(506) 453-4601	scilib@unb.ca	4 Bailey Drive Fredericton, New Brunswick Canada E3B 5H5
Engineering Library	(506) 453-4747	englib@unb.ca	15 Dineen Drive Fredericton, New Brunswick Canada E3B 5A3
Gerard V. La Forest Law Library	(506) 453-4734	lawlib@unb.ca	41 Dineen Dr. Fredericton, New Brunswick Canada E3B 5A3
Hans W. Klohn Commons	(506) 648-5710	hwkcommons@unb.ca	100 Tucker Park Road St. John, New Brunswick Canada E2L 4L5

Information for International Postdoctoral Fellowships

The information below comes from various sources including, Immigration and Citizenship Canada (<https://www.canada.ca/en/services/immigration-citizenship.html>) and Canada Visa (<http://www.canadavisa.com/>)

Work Visa and Work Permit

If you are a prospective Postdoc who is neither a Canadian citizen, in Canada with an open work permit, nor permanent resident, you must apply for a work permit in order to work in Canada. This application must be made after you receive your letter of offer and PRIOR to leaving to begin your fellowship at UNB.

You can apply for a work permit as you enter Canada, but only if you are temporary resident visa exempt. For a list of these countries please visit:

<http://www.canadavisa.com/canadian-immigration-visitor-visa-exemptions.html# 11>

To apply for a work permit

- Obtain a passport that is valid for the time period you anticipate being in Canada.
- Secure a Letter of Offer from the Office of the Vice President (Research) that will include the term of the appointment, the annum salary and source of funding. There is paperwork your intended supervisor must complete and send to the VP Research Office to have this letter generated. Please note: The document checklist for some types of work permit will request that you provide a file number from Human Resources and Skills Development Canada (HRSDC). Postdoc positions are currently exempt from the Labour Market Assessment Impact so if you are being asked for this number you may be applying for the wrong type of work permit. This exemption falls under regulation #205(c) ii, code C44. The engagement letter templates have been written with careful attention to the needs of non-residents and include the required information for the IRCC application.
- Complete the IRCC work permit application.
(<http://www.cic.gc.ca/english/information/applications/work.asp>)
- Submit your application to the Canadian Visa office responsible for your area. Consult the relevant office regarding accepted methods of submitting applications (i.e. general mail, in person, by courier etc.). Review the final application closely prior to submission to ensure all required documents are included.
- You will be asked for your IRCC Offer of Employment Number (this number begins with the letter A). This number will be provided to you with your letter of offer from the Office of the VP (Research) at UNB.
- You will be required to pay a non-refundable application processing fee of \$150 Canadian (or the equivalent in your local currency).
- In some cases you will be required to undergo some form of medical examination. If so, you will be informed by an immigration officer who will send you instructions on how to proceed. A medical examination may add extra processing time to your application.
- Your application is processed at the Canadian immigration office outside of Canada. This information is then electronically transferred to port of entries in Canada. Once your

application has been processed you will receive a LETTER OF APPROVAL and a WORK VISA stamped on your passport, with which you can then travel to Canada.

- You must show this letter to the Customs officer when you arrive in Canada. The Customs officer at the port of entry (in Canada) will find your name on the electronic system, enter additional data, then print and **issue the WORK PERMIT** document, normally for the expected length of your appointment.
- **Please do not leave the immigration control area of the airport without getting your work permit and reading it carefully.** Be sure there are no errors in the spelling of your name, your birthday, your country of birth, or country of citizenship. Read and understand the conditions listed on your Work Permit and check to ensure the expiry date is correct. **Do not be afraid to ask the officer questions and to point out any errors.** It is important that this document includes the entire duration of your Postdoctoral Fellowship at UNB otherwise we will not be able to pay you for any time that is not covered by the work permit.

Social Insurance Number (SIN):

All Postdocs must have a Social Insurance Number (SIN) before they can be paid. This can be obtained by visiting the nearest Service Canada office once you arrive in New Brunswick:

Fredericton Service Canada Centre
Federal Building, 633 Queen Street
Fredericton, New Brunswick
E3B 1C3
Phone: 1 800-622-6232

Saint John Service Canada Centre
1 Agar Place, Floor 1
Saint John, New Brunswick
E2L 5G4
Phone: 1 800-622-6232

For more information, visit: <http://www.servicecanada.gc.ca/eng/sc/sin/index.shtml>

Employment for International Postdoctoral Fellowship Spouses/Partners

Before a Postdoc's spouse can work they must first obtain employment authorization, which can be done once they and their spouse have arrived in Canada. More information and forms can be obtained from Citizenship & Immigration Canada (<http://www.cic.gc.ca/english/visit/index.asp>). Note that a non-refundable processing fee of \$150 is required for employment authorization.

International Postdoctoral Fellows with School-Aged Children

When entering into the country with an adult holding a valid work permit, school-aged or dependent children normally do not need a permit to study in Canada. Please indicate on the work permit application that dependent children will be entering Canada with the applicant. In addition, parents or guardians must be able to provide the child's birth certificate, citizenship card, health records, and passport.

The responsibility is up to the Postdoc to carefully review the application procedures and permit limitations prior to submitting his/her application to IRCC. Some children will be required to submit a study permit application independently of his/her parent's/guardian's work permit.

It is best to consult with an IRCC representative at a Canadian embassy, high commission, or consulate to ensure that any child that will be entering Canada receives a proper permit or is

indicated as a dependent on the Postdoc's permit.
(<http://www.cic.gc.ca/english/information/offices/missions.asp>)

Information on Schools and Childcare

Fredericton Education Centre

1135 Prospect Street

Phone: (506) 453-5454

<http://www.district18.nbed.nb.ca/>

Saint John Educational Centre

490 Woodward Avenue

Phone: (506) 658 5300

<http://web1.nbed.nb.ca/sites/district8/Pages/default.aspx>

To learn what school your dependant(s) should attend please visit the NB Department of Education's website at <http://www.district18.nbed.nb.ca/new>

For information about childcare, visit: <http://www.gnb.ca/0000/index-e.asp> or call: Education and Early Childhood Development

Work Permit Extensions:

In most circumstances work permits can be extended as necessary for the duration of the job offer. Postdocs who already hold a valid work permit and who wish to extend their stay in Canada should submit an application to IRCC to extend their stay via the proper form at (<https://www.canada.ca/en/immigration-refugees-citizenship/services/work-canada/extend-permit.html>) at least 30 days before the expiry date. You must include a letter from the Office of the Vice President (Research) at UNB stating that your Postdoctoral Fellowship has been extended. Your supervisor will need to submit paperwork to the Office of the VP (Research) in order for this letter to be generated.

There can be a delay in having your permit extended; however, you have "implied status" if you can demonstrate that you applied for an extension prior to the expiry date of the work permit. To show that you applied before the expiry date either pay the required fees online and retain the receipt and/or ask for a courier or mail receipt when you send your applications to the nearest case processing centre. If your work permit expires you cannot and will not be paid. Please provide both the Offices of the VP (Research) and People and Culture with copies of your payment and mail receipts to ensure continued payment.

Please note: For international Postdocs whose country of citizenship requires a Temporary Residence Visa (TRV) to enter Canada, you need to remember to also extend your TRV when you extend your work permit. It is your responsibility to ensure your TRV remains valid if you wish to re-enter Canada after leaving, for example if you wish to attend a conference outside of Canada or go home for a visit. Your work permit does not guarantee re-entry into Canada. After leaving, you must apply for and obtain a TRV by applying to a Canadian Visa office outside of Canada.

New Brunswick Climate:

New Brunswick has four seasons, fall, winter, spring, and summer. With each new season brings opportunities for unique outdoor activities in Fredericton and Saint John. Fall is spectacular because of the province's abundance of parks and forests. The season rivals better known areas of New England for its vibrant shades of red, yellow and orange.

Fall

This is a beautiful season but you need to make sure you are warm enough to enjoy the scenery. Temperatures may range from 17.7 to -9.7 C (64 - 15). It is a rainy season so make sure to have a raincoat or an umbrella. Bring a warm jacket, gloves and a hat for November and December.

Winter

Temperatures are dangerous, unless you are dressed properly. We see plenty of snow (245 cm December-March) and cold temperatures (lows of -7C to -30C December-March). Cross-country skiing on the New Brunswick trail system is popular at this time of year. Temperatures below zero degrees Celsius can freeze your ears, nose, fingers or toes before you realize it. Waiting for a bus, or walking a short distance home, can result in frostbite or freezing. To survive a Canadian winter, you should wear the following clothing outside:

- A warm fleece/wool hat that covers your head and ears.
- Fleece/wool mittens or thick warm gloves on your hands.
- A warm fleece/wool scarf around your neck that can be pulled up over your face if needed.
- Long underwear under your jeans, on lined nylon pants over top of them.
- Warm wool socks and lined winter boots.
- A warm winter coat. Preferably wind resistant.
- Warm "emergency" clothing in your car, in case it breaks down.

Spring

In the spring the temperature ranges from 8.4 to 19.5 C (47-67 F) which is normally still quite cool, but many people still head outdoors to watch for the first signs of buds opening. What to wear during spring is a warm jacket and clothing that can be layered.

Summer

New Brunswick is comfortably warm (highs of 19C to 26C June-September) with occasional periods of hotter temperatures. Once again, the city's inland location keeps it warmer than areas that are closer to the ocean breezes. Summer rainfall in this area normally averages 363 mm (June-September).

For more information concerning New Brunswick's climate visit:

<http://www.theweathernetwork.com>

FREDERICTON CAMPUS

With approximately 8,500 students, the picturesque Fredericton campus is big enough to offer an extensive range of programs but small enough to be a place where people know your name. Fredericton offers everything from professional theatre and night clubs, cultural events and sporting facilities to the popular Saturday morning Farmers Market.

The Richard J. Currie Centre

The Richard J. Currie Centre has been designed to address the integrated wellness needs of the University of New Brunswick and the greater Fredericton community. It provides facilities for fitness, recreation and high-performance athletics as well as new space for community research activities and services. It contains three full-sized gyms, two of which are recreational and the other is a high performance gym for our varsity athletes and events such as graduation. To learn more about recreation services and activities at the Currie Centre contact:

<http://www.unb.ca/fredericton/urec/>

Membership Services Desk in RJCC

Phone: (506) 453-4579

Email: urec@unb.ca

Sun Life Financial Fitness Assessment Centre

Phone: (506) 458-7532

Email: acress@unb.ca

Rentals Office / Facility Access in the Currie Center

Phone: (506) 453-4883

Service Centre in LB Gymnasium

Phone: (506) 447-3157



Transportation:

Licenses

Most international driving licenses are valid in New Brunswick however it is wise to contact Service New Brunswick to speak to one of their representatives about whether your specific license is indeed valid. You may, however, be interested in obtaining a NB driver's license as it is a common form of identification. Contact Service New Brunswick at <http://www.snb.ca/e/0001e.asp> for more information.

Buses

The City of Fredericton Transit Division operates, Monday to Saturday, 6:15 am until 11:00 pm, providing safe, affordable mobility to those in the community who do not have access to or choose not to use a private vehicle. For more information visit:

<http://www.fredericton.ca/en/transportation/transitschedule.asp>

Taxi

Checker Cab, (506) 450-8294

Loyal Taxi, (506) 455-6789

ABC Car Services, (506) 455-5555

Food & Groceries:

The information below is on the grocery store options in the Fredericton area:

Atlantic Superstore

471 Smythe Street, (506) 453-3544

116 Main Street, (506) 474-1270

Sobeys

1150 Prospect Street, (506) 458-8891

407 Regent Street, (506) 453-7761

Brookside Drive, (506) 450-7109

Victory Meat Market

334 King Street, (506) 458-8480

Victory Meat Market is a locally owned and operated grocery store, offering customers with fresh, high quality meat and produce at affordable prices.

<http://www.victorymeatmarket.ca/>

Aura Whole Foods

199 Westmorland Street, (506) 454-4240

Fredericton's full service natural whole foods market offers customers with a wide range of products including fresh organic and local produce, local organic meat, vegan –friendly options, and a large gluten-free section.

http://www.aurawholefoods.com/index2.php#/rtext_2/1/

Fredericton Boyce Farmers Market (Saturdays 6am-1pm)

665 George Street, (506) 451-1815

The Fredericton Boyce Farmers Market is the City's traditional Saturday morning (6am-1pm) gathering spot downtown for fresh and healthy foods, craft, creativity and conversation.

<http://frederictonfarmersmarket.ca/>

Health and Hospitals:

For complete information visit the Horizon Health Network website: <http://www.horizonnb.ca> or for more information on health care visit:

<http://www.unb.ca/fredericton/studentervices/international/internationalhealthcare.html>

Dr. Everett Chalmers Regional Hospital:

700 Priestman Street, Fredericton, New Brunswick

(506) 452-5400

* If you have an urgent medical condition, go directly to the emergency room at the hospital.

Walk in Clinics:

Pharmasave Building Walk-in Clinic

640 Prospect Street

Tuesday and Thursday 8:00am-10:30am

Brookside Mall Walk-in Clinic

435 Brookside Drive

Monday to Friday 8:30am-1:30pm

After Hour Clinics:

Regent Street Medical Centre

1015 Regent Street

Monday to Friday, 6:00pm-10:00pm

Weekends & most Holidays: 1:00pm-5:00pm

Brookside Mall Medical Clinic

475 Brookside Drive

Monday to Friday, 5:00pm-9:00pm

Weekends & most Holidays: 1:00pm-5:00pm

New Maryland After Hours Medical Clinic

636 New Maryland Highway

Monday to Friday, 5:00pm-9:00pm

Shopping and Entertainment:

Regent Mall

1381 Regent Street, Fredericton, New Brunswick

Phone: (506) 452-1005

Regent mall is the largest shopping centre in the Fredericton area, housing over 115 stores and services including, H&M, Sears, Wal-Mart, Sport Chek, Chapters and Empire Theatres with 10 theatres.

Uptown Centre

1150 Prospect Street, Fredericton, New Brunswick

Phone: (506) 458-076

The Uptown Centre is centrally located, and offers a variety of stores to shoppers. Some stores that can be found include: Staples, Future Shop, Moores, ANBL, Sobeys and Shoppers Drug Mart.

Brookside Mall

435 Brookside Drive, Unit 27A, Fredericton, New Brunswick

Phone: (506) 458-9038

The Brookside Mall is Fredericton North's shopping destination. Some stores that can be found here include Sobeys, ANBL, Lawtons and fashion, just to name a few.

The Corbett Centre

Wayne Squibb Blvd Fredericton

Located at the top of Regent Street, the Corbett centre is Fredericton's newest shopping centres.

A variety of stores can be found including, Costco, Winners, The Shoe Company, Gap and more.

Downtown Shopping

Overlooking the scenic St. John River, downtown Fredericton offers a distinct shopping experience with over 120 shops. Shops found in the downtown core offer customers with everything from the latest fashion trends, sporting goods, footwear and accessories.

<http://www.downtownfredericton.ca/>

Kings Place Mall

440 King Street, Fredericton, New Brunswick

Phone: (506) 458-8395

Kings Place Mall is located in Downtown Fredericton; it offers shoppers a variety of stores including The Running Room, Samuel & Co, Envy, Shoppers Drug Mart, and more.

Bookstores:

Below is a short list of the many new and used bookstores in Fredericton

Chapters: The largest book chain in Canada

Regent Mall, 1381 Regent Street, Fredericton

Phone: (506) 459-2616

Westminster Books: Carries the best selection of current titles, with a commitment to support local authors.

445 King Street, Fredericton

Phone: (506) 452-9330

Strange Adventures Comics: Canada's oddest and award-winning comic book store, found in the downtown core.

68 York Street, Fredericton

Phone: (506) 450-3759

UNB Bookstore Fredericton: UNB course textbooks and literature can be found here.

29 Dineen Drive, UNB Campus, Fredericton

Phone: (506) 453-4664

Owls Nest Bookstore: This large used bookstore has books for everyone and everything.

390 Queen Street, Fredericton

Phone: (506) 458-5509

Housing:

Campus Housing

UNB Fredericton offers plenty of housing choice as there are fourteen residence houses, including one men's, one women's, ten co-ed, one apartment style, and one suite style.

For more information on UNB Residence community visit:

<http://www.unb.ca/fredericton/residence/index.html>

Apartments

These are just some of the resources you can use to find apartment living arrangements in the Fredericton area:

Kijiji listings, <http://fredericton.kijiji.ca/>

Fredericton Rentals/Gorham Real Estate, <http://www.gorm.ca>

Chippin's Limited Real Estate, <http://www.chippins.com/apartments.htm>

Office of the Rentalsman: If you are experiencing any issues with your apartment, or landlord, it is in your best interest to visit the following website. This website provides detailed information on renting in New Brunswick, as well how to approach disputes.

http://www2.gnb.ca/content/gnb/en/services/services_renderer.637.html

Buying a Home:

If you are looking to buy a home this link will show you all the listings in the area you are interested in:

<http://www.realtor.ca/>

Religion/ Spirituality:

For more information about religion or spirituality, visit:

<http://www.unb.ca/fredericton/studentservices/health-wellness/spirituality/ministry.html>

Local Parks:

Fredericton has numerous parks and recreational facilities. The City of Fredericton has approximately 800 acres of parkland that support and nurture abundant flora, fauna and wildlife. For more information on Fredericton's greater outdoors please see this link:

<http://www.fredericton.ca/en/recreation/parks.asp>

Regional Municipality:

Fredericton bylaws, traffic advisories, regulations, and general city information can be found by visiting <http://www.fredericton.ca> or by phone at (506) 460-2020

Tourism:

Fredericton has many historical attractions and tourist destinations to occupy all ages. For information on the various tourist attractions the city has to offer please visit:

<http://www.tourismfredericton.ca/en/>

Key Local Information for International Persons:

Individuals coming from different parts of the world may experience a great difficulty integrating themselves into the local community and environment. The following information is to provide international individuals with knowledge concerning community connections, multicultural associations, culture shock, and climate.

Community Connections:

Fredericton offers many different cultural associations, which can be a great resource both before they arrive, and during their stay.

Cultural Organizations on Campus: A variety of multicultural associations exist right here on our campus.

<http://www.unb.ca/fredericton/studentservices/international/international-campusorg.html>

Fredericton's Multicultural Association: Provides international individuals with many links to useful services and information on the community

<http://www.mcaf.nb.ca/>

New Brunswick Multicultural Council Inc.: NBMC offers a wide variety of information concerning multicultural, ethno-cultural and immigrant-serving agencies.

http://www.nb-mc.ca/index.php/en/resources/other_associations/

Culture Shock:

Most people who move to a new culture, experience an adjustment period. The adjustment period may be accompanied by symptoms such as anxiety, headaches, digestive problems, and sleep disorders, or may bring less severe symptoms such as general discomfort and moodiness. For more information on cultural shock, and hints on how to make the cultural transition process easier visit the International Student Advisors Office website or contact them via the information below: <http://www.unb.ca/fredericton/studentservices/international/culture-shock.html>

Fredericton

International Student Advisors Office
University of New Brunswick
PO Box 4400
Fredericton, NB E3B 5A3
Phone: (506) 453-4860
Fax: (506) 453-5005
Email: isao@unb.ca



SAINT JOHN CAMPUS

The UNB Saint John campus located in Tucker Park is a close-knit community with almost 2,500 students. The campus offers individual attention to students coupled with an interdisciplinary approach to learning.

The city of Saint John has all the amenities of a large urban centre but maintains the friendliness and charm of a small city. Situated on the Bay of Fundy, Saint John is well-known for its historic architecture, thriving arts and culture community, and diverse nightlife.

G. Forbes Elliot Athletics Centre:

The G. Forbes Elliot Athletics Centre features a 30,000 square foot (2,949 square metre) surface with an all-purpose synthetic floor. It includes space for four basketball courts, four tennis courts, four volleyball courts, six badminton courts and a four-lane running track. The ground floor includes locker and shower rooms, equipment storage, a trainer's room and an officials' room. Upstairs, in addition to a suite of offices and a reception area, is a classroom, a lounge, a games room, and a conditioning room that includes fitness and strength-training equipment. To learn more about recreation services and activities at the Athletics Centre visit:

<http://www.unb.ca/saintjohn/athletics/index.html>

Recreation & Facilities Coordinator: (506) 653-2728



Transportation:

Licenses

Most international driving licenses are valid in New Brunswick however it is wise to contact Service New Brunswick to speak to one of their representatives about whether your specific license is indeed valid. You may, however, be interested in obtaining a NB driver's license as it is a common form of identification. Contact Service New Brunswick at

<http://www.snb.ca/e/0001e.asp> for more information.

Bus

Saint John Transit provides services that make public transportation easy, safe, and reliable for the

mobility impaired, senior citizens and even bicyclists. For more information visit:
<http://www.saintjohn.ca/en/home/cityhall/transportation/transit/default.aspx/>

Taxi

Saint John Taxi, (506) 693-0000

Diamond Taxi, (506) 648-8888

Royal Taxi, (506) 652-5050

Food & Groceries:

Here is a list of grocery merchants and centres in the Saint John area:

Atlantic Superstore

163 Rothesay Avenue, (506) 648-1320

650 Somerset Street, (506) 658-6054

Sobeys

1 Plaza Avenue, (506) 674-1460

149 Lansdowne Avenue, (506) 652-4470

519 Westmorland Drive, (506) 633-1187

No Frills

621 Fairville Blvd, Saint John, (506) 633-2256

No frills provides customers with basic groceries, such as fresh fruit, vegetables, and frozen meats.

http://www.nofrills.ca/LCLOnline/store_selector.jsp?redirect=&_requestid=1005428

Saint John City Market

47 Charlotte Street, Saint John, New Brunswick

(506) 658-2820

Hours of Operation: Monday - Friday - 7:30a.m. - 6:00pm Saturday - 7:30a.m. - 5:00p.m

Open year-round, Monday to Saturday, the Saint John City Market offers a unique shopping experience for locals and visitors alike. Nowhere else in Saint John can you experience a traditional "farmers market" while shopping for such a wide selection of goods and services, ranging from dulce to hand-made local crafts, and enjoy a delicious meal from one of the numerous restaurants, featuring local and international foods.

<http://www.sjcitymarket.ca/index.html>

Health & Hospitals:

For complete information visit the Horizon Health Network website: <http://www.horizonnb.ca/>

Saint John Regional Hospital

400 University Avenue, Saint John, New Brunswick

Phone: (506) 648-6000

* If you have an urgent medical condition, go directly to the emergency room at the hospital.

After Hour Clinics:

After Hours Medical Clinic

110 Crown Street, Saint John, New Brunswick

Phone: (506) 635-2273

140 Hampton Road, Rothesay, New Brunswick

Phone: (506) 849-2273

Shopping & Entertainment:

McAllister Place

519 Westmorland Road, Saint John

Phone: (506) 649-4949

McAllister Place is Saint John's premium shopping centres, with over 100 stores and services.

Brunswick Square Shopping Centre

39 King Street, Saint John

Phone: (506) 659-1000

Brunswick Square Shopping Centre is home to over 60 shops and services brimming with unique fashions, gifts, home decor and so much more.

<http://www.brunswicksquare.ca/index.php>

Bookstores:

Chapters/Indigo: There are many Chapters' locations in the Saint John area. Many of these locations are known under the name Indigo.

39 King Street, S. Level 2

Phone: (506) 658-9114

East Point Centre, 41 Fashion Drive

Phone: (506)693-6987

519 Westmorland Drive

Phone: (506) 633-1810

621 Fairview Blvd.

Phone: (506) 672-7670

UNB Bookstore Saint John

100 Tucker Park Road, Saint John

Phone: (506) 648-5540

Housing:

Campus Housing

UNB Saint John offers two residences, one traditional, and one suite style. For more information visit: <http://www.unb.ca/saintjohn/residence/index.html>

Apartments

These are just some of the resources you can use to find apartment living arrangements in the Saint John area:

<http://saintjohn.kijiji.ca/>

Office of the Rentalsman: If you are experiencing any issues with your apartment, or landlord, it is in your best interest to visit the following website. This website provides detailed information on renting in New Brunswick, as well how to approach disputes.

http://www2.gnb.ca/content/gnb/en/services/services_renderer.637.html

Buying a Home

If you are interested in purchasing a home in the Saint John Area see this website for a list of available properties: <http://www.realtor.ca/>

Religion/ Spirituality:

For more information about religion or spirituality, visit:

<http://www.unb.ca/saintjohn/studentservices/health/ministry.html>

Regional Municipality:

For knowledge about Saint John, such as bylaws, traffic repairs, regulations, councillors, or anything else you wish to know about the city, visit: <http://www.saintjohn.ca> or (506) 658-4455

Tourism:

Saint John has much to offer in the area of tourism. The city is full of historical attractions and activities to occupy all ages. For information on the various tourist attractions the city has to offer, visit: <http://www.tourismsaintjohn.com>

Key Local Information for International Persons:

Individuals coming from different parts of the world may experience a great difficulty integrating themselves into the local community and environment. The following information is to provide international individuals with knowledge concerning community connections, multicultural associations, culture shock, and climate.

Community Connections

The Saint John Multicultural and Newcomers Resource Centre Inc. (SJMNRCC): a non-profit organization that provides an integrated approach to services for newcomers including one-on-one employment-related counselling, as well as referral and placement services to immigrants. The mandate of the Centre is overseen by a Board Directors and a small yet dedicated staff.

New Brunswick Multicultural Council Inc.: NBMC offers a wide variety of information concerning multicultural, ethno-cultural and immigrant-serving agencies.

http://www.nb-mc.ca/index.php/en/resources/other_associations/

For more information visit UNB Saint John's Student Services:

<http://www.unb.ca/saintjohn/studentservices/international/>

Culture Shock:

Most people who move to a new culture, experience an adjustment period. The adjustment period may be accompanied by symptoms such as anxiety, headaches, digestive problems, and sleep disorders, or may bring less severe symptoms such as general discomfort and moodiness. For more information on cultural shock, and hints on how to make the cultural transition process easier visit the International Student Advisors Office website or contact them via the information below: <http://www.unb.ca/saintjohn/studentservices/international/>

Saint John

International Student Advisors Office
Philip W. Oland Hall, G13
UNB Saint John Campus
Phone: (506) 648-5952
Email: bsudul@unb.ca

