

SPRING SESSION 2010 EXAMINATION INFORMATION

Reminder: YOU MUST BE REGISTERED AS A STUDENT BY PAYING THE APPLICABLE BASIC TUITION FEE FOR THE 2009/10 ACADEMIC YEAR IN ORDER TO WRITE AT THE SPRING (June) EXAMINATION SESSION.

SPRING SESSION 2010					
Monday June 7	Tuesday June 8	Wednesday June 9	Thursday June 10	Friday June 11	Saturday June 12
6:30 – 10:30 pm	6:30 – 10:30 pm	6:30 – 9:30 pm	6:30 – 10:30 pm	6:30 – 9:30 pm	9 am – 1 pm
MS2 PA1	FA4 FN2	FA1 HC1 FA3 OM1 MS1 TX1 AU1	TX2 OR2 PF1 SP2 OL2 6:30 – 9:30 pm EM1 SP1 LW1 QU1	FA2 OR1 MA1 GM2 CM1 FN1 AT1	AU2 MU1
Supplemental Exam Application deadline (from winter session exam results) – May 18, 2010 Exam location deadline – May 18, 2010 Deferral deadline – May 31, 2010 Exam results posted to the website – July 29, 2010 Regrade & Critique deadline – August 17, 2010 (PA1 mark review deadline - August 24, 2010)					

Examinations must be written on the date and at the time shown on the examination schedule. Students who encounter a scheduling conflict when registered to write more than one examination must contact Crystal Sukich, Manager, Examinations and Registration by email (csukich@cga-manitoba.org) or by calling the Student Services hotline at 1.877.452.4262 ext. 206 **by Tuesday, May 18 for consideration of special arrangements.**

ALL STUDENTS ARE RESPONSIBLE FOR CHECKING THAT THEIR EXAM CENTRE IS CORRECT ON THE CGA WEBSITE FOR SPRING SESSION EXAMS BY TUESDAY, MAY 18, 2010.

CGA STUDENT SERVICES WILL NOT BE RESPONSIBLE IF YOUR EXAM CENTRE IS INCORRECT.

TO CHECK YOUR EXAM CENTRE

1. Sign into the CGA Association website
2. Go to "View/Edit Profile"
3. If your exam centre is not correct, click on "Update Personal Information" (must be done on or before Tuesday, May 18, 2010 for the spring 2010 exam session)
4. Select correct exam centre and submit change.

If you reside or work in a location that is not within 100 kilometres of a designated exam centre, please refer to the "EXAM CENTRE APPLICATION FOR SPRING SESSION 2010 EXAMINATIONS" form for further details. This form is available on the CGA website under Education Centre/Examination Information once you login.

SUPPLEMENTAL EXAMINATIONS

All students **eligible to write a supplemental examination*** from the winter (March) examination session must go to the CGA website to complete the online *SUPPLEMENTAL EXAMINATION APPLICATION* by **Tuesday, May 18, 2010**. The online supplemental application is available on the CGA website under Education Centre/Online Services or Examination Information once you have logged into MyCGA web services. Term assessment marks will not be carried forward for supplemental examinations. The final course mark will be based 100% on the examination. Your supplemental examination must be written at either the June or September (if exam is available) 2010 examination sessions. In some cases, if the *exam* is not offered in June or September, then you may choose to write it at the next available examination session** as indicated on the supplemental application. Please refer to pages 58-59 in the online Student Services handbook for additional information.

DEFERRED EXAMINATIONS

Students **choosing to defer their spring 2010 sessional examination** must go to the CGA website to complete the online *DEFERRAL EXAMINATION APPLICATION* by **Monday, May 31, 2010**. The online deferral application is available on the CGA website under Education Centre/Online Services or Examination Information once you have logged into MyCGA web services. Term assessment marks will not be carried forward for deferred examinations. The final course mark will be based 100% on the examination. Your deferred examination must be written at the September or December** (where available) 2010 examination sessions. In some cases, if the *exam* is not offered in September or December**, then you may choose to write it at the next available examination session** as indicated on the deferral

application. The summer 2009/10 examination schedule is listed below. It can also be found on pages 67 & 68 in the online Student Services Handbook.

* *The "New Student" single session enrollment option provides for an examination sitting only in the session enrolled. New Students choosing to write a supplemental or deferred examination in a subsequent session within the current academic year are responsible for payment of the balance of the applicable non-refundable basic tuition fee with the supplemental or deferral application.*

** *Students writing an examination at the December 2010 or subsequent examination sessions must be enrolled for the 2010/11 academic year by paying the full basic tuition fee by the August 10, 2010 enrollment deadline for re-enrolling students.*

PHOTO IDENTIFICATION

As noted on page 72 of the 2009/10 online CGA Student Services Handbook, "2. Take your CGA identification card plus one document for identification, which includes both **your photograph and signature**, with you to the examination room. A valid driver's license or passport will be acceptable. You will be asked to show both the CGA Identification card and photo identification. If you have misplaced your CGA Identification card, contact the office to order a replacement card." Please allow at least 5 business days for the card to be sent by Canada Post.

ALLOWABLE EXAMINATION ROOM MATERIALS

The allowable examination room materials are listed on pages 75 and 76 of the 2009/10 CGA Student Services Handbook. Please ensure that you have met all the requirements. Examination invigilators are authorized to confiscate all non-allowable materials during the examination. The Student Handbook can be found on the CGA website under Education Centre/Publications or at www.mycgaonline.org under *Policies & Schedules*.

SUMMER SESSION 2010 EXAMINATIONS					
Tuesday August 31		Wednesday September 1		Thursday September 2	
6:30 – 10:30 pm		6:30 – 9:30 pm		6:30 – 9:30 pm	
FA4	OL2	EM1	HC1	FA1	OM1
		LW1	OR1	CM1	MM1
		TX1	MM2	MA2	OM2
		AT1		AU1	
Supplemental Exam Application deadline (from spring session exam results) – August 10, 2010 Exam location deadline – August 10, 2010 Deferral deadline – August 23, 2010 Exam results posted to the website – October 29, 2010 Regrade & Critique deadline – November 16, 2010					

Examinations must be written on the date and at the time shown on the examination schedule. Students who encounter a scheduling conflict when registered to write more than one examination during a session must contact Crystal Sukich, Manager, Examinations & Registration by email (csukich@cga-manitoba.org) or by calling the Student Services hotline at 1.877.452.4262 ext. 206 by the following dates for consideration of special arrangements.

- Spring session examinations - May 18, 2010
- Summer session examinations - August 10, 2010

FALL SESSION 2010 EXAMINATIONS**	
<i>Week of Monday, November 29 to Saturday, December 4, 2010</i>	
Supplemental application deadline from winter 2010 session exam results – May 18, 2010	

Continued ...

SPRING SESSION 2010 EXAMINATION CENTRES

Manitoba

Winnipeg ***All examinations will be written at the RED RIVER COLLEGE (2055 Notre Dame Avenue) in the South Gym with the following exception: Thursday, June 10 – TX2, PF1, OR2, SP2. OL2 will be written in Building E, Room 308.***

- BRANDON Assiniboine Community College - The room number will available at the college on the day of each exam. Parking is available anywhere south of the Building after 5 p.m.
- THE PAS University College of the North, Room 236 - Please contact Valerie Beckingham, CGA at H-682.7520 by Tuesday, May 25, 2010 to confirm your attendance.
- PORTAGE LA PRAIRIE Contact Ted Vandenberg, CGA at H-239.7209 or W-428.6035 by Friday, June 4, 2010 for exam location details.
- SWAN RIVER Hardie & Co. - Please contact Murray Mullin, CGA at W-734.9331 by Tuesday, May 25, 2010 to confirm your attendance.
- THOMPSON Contact Dayton Barenz, CGA at W-67734328 by Friday, June 4, 2010 for exam location details.
- MORDEN/WINKLER Contact the receptionist at Gislason, Targownik, Peters at W-325.7579 by Friday, June 4, 2010 for exam location details.
- DAUPHIN Contact Clayton Therien, CGA at W-638.2145 by Friday, June 4, 2010 for exam location details.
- FLIN FLON Contact Eloise Gawiak, CGA at W-687.2260 by Tuesday, May 25, 2010 for exam location details.
- SOURIS Karen G. Duthie, CGA - Please confirm your attendance with Karen Duthie at W-483.3903 by Tuesday, May 25, 2010.
- DELORAINIE Meyers Norris Penny - Please confirm your attendance with Deborah Calverley at W-747.2842 by Tuesday, May 25, 2010.
- PINAWA Contact Rob Smith, CGA at W-426.5729 or H-753.2615 by Friday, June 4, 2010 for exam location details.
- KENORA Contact Claudette Edie, CGA at 807.468.8899 by Monday, May 31, 2010 for exam location details.

Saskatchewan

- SASKATOON University of Saskatchewan, Edwards School of Business, Potash Corp Centre, 25 Campus Dr. Mon., June 7 to Sat., June 12 - Room ESB 243
- REGINA SIAST, Wascana Campus, Main Campus, 4500 Wascana Parkway
All examinations will be written in Room 155 **except** on Tuesday, June 8 and Saturday, June 12 – Room 921. For Map Please See: <http://maps.google.ca/maps?f=d&saddr=50.407259,-104.583042&daddr=&hl=en&geocode=&mra=dme&mrcr=0&mrsp=0&sz=16&sl=50.406811,-104.586598&sspn=0.006318,0.013733&ie=UTF8&z=16>
