

Northern Star Guidelines and Policies

Fees:

Our College is federally certified school through Human Resources Development Canada; therefore you will receive annual tax receipts you can claim for education.

Course fees must be paid at the time of registration, with no student attending class without full payment or proper billing authorization. A \$1000 deposit is required upon acceptance into the program, with the remainder due upon program commencement.

- Cheques returned NSF are subject to a service charge.
- There is no refund given after the first day of class.
- We do not offer loans or bursaries. Students must pay as they go, but Northern Star class hours are very suitable to allow one to work while attending school.

Cancellation:

The College reserves the right to cancel any class where staffing difficulties arise, or where the minimum enrollment is not realized. A full refund will be issued for cancelled classes. Course dates may change due to unforeseen circumstances.

Confidentiality:

It is unprofessional and a violation of confidentiality to disclose anything that happens in class out of context. Materials of the college remain the property of the College and are shared as part of the course instruction. These materials are meant for the enrolled student only, and any re-copying, in whole or in part of the written or taped material for gratis, or commercial gain is strictly forbidden. Any infraction will be subject to legal recourse, and of course, great karmic debt. Copyright of college material is taken seriously.

Academic Expectations:

Plagiarism, cheating and misuse of confidential materials are an offence and may lead to rejection of submitted work, failing grade, suspension or expulsion, at the discretion of the College Council.

Commitment:

We run our diploma programs, only once every three years. When you agree to enroll, you are agreeing to a 3- year commitment. Hypnotherapy, a one year certificate program entails a one year commitment.

Participation:

Students are expected to participate in classroom discussions, circles and presentations.

Boundaries:

Students are expected to maintain respectful boundaries with teachers and fellow students. Bullying may be cause for dismissal.

Assignments:

Completion of assignments in a timely manner, in the quality expected by the instructors is mandatory for program completion.

Attendance:

Due to the experiential nature of these programs attendance is necessary. If you need to miss a class, inform the instructor and arrange with another student to have notes or audio. Excessive absenteeism may compromise your graduation. If you are unable to attend regularly, or complete assignments and exams, you may with the permission of your instructor change to an auditor status, but you will not receive a diploma.

We start on time and ask you to arrive a few minutes early to prevent disruption of classes. For Laurie's classes- please call her cell phone 789-970-0027 if you cannot attend. Please use this number only for such occasions.

Insurance Waivers:

All students will be required to fill out annual waivers dismissing Northern Star as responsible for accidents or mishaps in class, or out on field trips and course activities.

Requirements

Earth Medicine:

Thesis: Earth Spirit Medicine scholars will be expected to write 2 thesis papers before graduating, one in herbology and another in aromatherapy. Students will be required to learn techniques on how to write a scholarly paper outside of this program.

Earth Spirit Medicine students will also have the opportunity to gain work experience during this program. They will be personally required to find or create work placements that further their area of interest to complete the requirements. Case Study completion in Flower Essences is also mandatory.

In course presentations and assignments will be given during the course. The hours for Earth Medicine are calculated differently than the other courses. There is slightly reduced classroom time and extended emphasis on the work-placements, case studies and thesis requirements.

Feng Shui scholars will be expected to complete 4 home or business consultations, written and in person with clients, in the 3rd year of the program.

Intuitive Counseling Students will be given their case-studies, presentations and academic expectations as the course unfolds.