

College of North Atlantic (CNA)

CNA is Newfoundland and Labrador's (NL) public college – one of the largest post-secondary educational and skills training centres in Atlantic Canada. Today, CNA has 17 campus locations, throughout Newfoundland and Labrador and offers full and part-time offerings for approximately 7,000 students each year in the following areas of study:

Academics	Industrial Trades
Applied Arts	Information Technology
Business Studies	Natural Resources
Engineering Technology	Tourism
Health Sciences	

CNA continues to have the lowest tuition fees of any post-secondary institution in Atlantic Canada. We offer an impressive world-class, nationally accredited range of programming that meets the highest demands of industry; transferability opportunities that promote continuing education at home and abroad; research and development leadership in community and regional innovation; and, precedent-setting international partnerships.

(Source: [About CNA](#))

General Overview of Career Services at CNA

At CNA, career services are a team-based approach. Members of Counselling Services, Student Employment Services, Student Development Services, Accessibility Services, and Alumni & Advancement, as well as advisors, work closely with prospective and current students to assist with transitioning to college and managing career change.

Below are specific details regarding the career services provided by student support services, including links to further information and contacts.

Counselling Services

Education and Career Planning: Counselling Services provide assistance with educational and career planning to help you on your road to success. We can meet with you individually or you can sign up for a group workshop to learn more about:

- Exploring your interests
- Researching various career and educational options
- Identifying potential jobs/employers
- Creating a résumé and cover letter

- Preparing for job interviews

Career Planning Process: Using the career planning process, your counsellor can help you decide on a program of study whether you are still in high school, are looking for a career change, or are considering a different program.

(Source: MyCNA Personal Support – Counselling Services)

Student Employment Services/Co-Operative Education

- Co-operative Education is a form of Work-Integrated Learning (WIL) that alternates academic semesters with paid, program-relevant work experience. Depending on the program, Co-op students will participate in one to three work terms that are usually 12-16 weeks in length.
(Source: www.cna.nl.ca/coop)
- Students who feel they would be suitable tutors in a particular subject area can apply to the Peer Tutoring program. Once approved to tutor in a subject area, peer tutors are paired with another student and are compensated at a rate established by the campus: MyCNA Academic Support – Peer Tutoring
- Students who are interested in working while studying are encouraged to consult the Student Job Finder.

Student Development Services

During your time as a student, the Student Development Officers (SDOs) are involved in student and graduate employment programs, which may include delivering job search seminars, coordinating job training placements, connecting students to industry through the organization and delivery of career fairs, and supervising student employees. As well, SDOs coordinate and participate in local and provincial recruitment strategies, including signature events, campus tours, recruitment information sessions, and career fairs. SDOs are a liaison between students, support staff, faculty, campus college administration, senior college management and also work together to connect and support students, alumni, employers, and friends of CNA.

(Source: MyCNA Personal Support – Student Development Services)

Alumni & Advancement

The Alumni & Advancement Office offers a range of services and benefits to graduates, including career services and continuing education opportunities. Their

mission is to create a lifelong connected community of graduates with a view to build awareness, pride, opportunities for engagement, and volunteer involvement. (**Sources:** <https://www.cna.nl.ca/alumni/> and [Partnerships and Innovation](#))

- Job postings and job finder tools:
 - [Alumni Job Finder](#)
 - [Student Job Finder](#)
- Continuing education opportunities, including webinars and industry programming
- [Ten Thousand Coffees](#)
- Industry engagement opportunities
- Career Fairs

Career Services Resources Provided by CNA

- [LinkedIn Learning](#)
- [Ten Thousand Coffees](#)
- [Career Cruising](#) (via Counselling Services)

Opportunities for Skill Development

Co-operative Education, commonly known as Co-op, is a Work-Integrated Learning (WIL) structure that allows you to alternate your time within the classroom with paid, program-relevant work experiences in a real workplace setting. CNA offers 12 different Co-op Education programs. These programs can be found at our Corner Brook, Prince Philip Drive and Ridge Road campuses. As a co-op student, you will work closely with a Co-op Education Coordinator who will help you prepare for your job search and co-op employment. They will work with you to generate career-related work opportunities, but keep in mind that the ultimate responsibility of securing a work term rests with the co-op student.

As a precursor to the first co-op work term, which is a required course within your program with specific learning outcomes and requirements, you will complete the Co-op Professional Development Seminar series facilitated by your Co-op Co-ordinator. These sessions include information on the co-op process; employability modules on job search strategies, résumés, cover letters, workplace ethics; and other relevant topics to help prepare you for your upcoming work term. www.cna.nl.ca/coop

CNA also provides a variety of *experiential learning* opportunities, including field placements, on-the-job-training, clinicals, preceptorships, and workplace essentials courses that provide students with real-life experience and employability skills. Visit

our [Program Guide](#) to find out more.

Finally, the [Student Job Finder](#) and [Alumni Job Finder](#) keep students informed of employment opportunities related to their fields of study.

Diversity and Accessibility Services

College of the North Atlantic is committed to providing an inclusive learning environment which celebrates and encourages diversity. CNA promotes equal access and opportunities to facilitate success in the educational community and in the community at large. Our philosophy is to presume competence and encourage independence and self-actualization; empowering all students to recognize, celebrate and productively use their abilities!

If you are a student with a disability and you require services and support from Accessibility Services, start the application process early. Early planning can help you avoid any delays in starting your program or in accessing the services and supports you will need. If, for example, you require adaptive equipment, alternate format texts or interpreting services, at least three months' notice may be needed to ensure availability at the start of your program.

(**Source:** [MyCNA Personal Support – Accessibility Services](#))

Accessibility Services accommodates students in a variety of ways, specifically, with the use of adaptive technology. This technology can be carried forward into the workplace providing a seamless transition from school and work. Employers seem to be open and amenable to students using technology for their needs in the workplace. It provides confidence in the student's ability to complete work tasks competently.

Organizational skills and interpersonal skills are put at the forefront of our tasks when students approach us to assist in organizing studies. They are instructed tips and techniques and are provided the necessary tools to remain on task. Students are encouraged to advocate for themselves when verbalizing their specific needs within a program to their instructors and we support their endeavours. These skills carry forward into the workplace when students need to voice their needs to their employers. They would have practiced these skills at the college level when approaching instructors.

We stress the importance of commitment, work ethic, accountability and communication when arranging for accommodations and communicating their needs. Simple things like booking tests, arriving on time, remaining accountable

when unable to attend a session or test, directs the students the importance of these characteristics not only within the college environment, but into work environments.

For persons with permanent disabilities, Accessibility Services Coordinators and/or Counsellors can provide linkages with service organizations and employment programs, such as Opening Doors Program: [Opening Doors Program - Treasury Board Secretariat \(gov.nl.ca\)](http://gov.nl.ca)

Funding Sources to Support Work-Integrated Learning (WIL)

Students and Employers may qualify for funding to help support co-op work terms. The Government of Newfoundland and Labrador (NL) provides limited funding through the Small Enterprise Co-operative Placement Assistance Program (SECPAP), which is administered through the Co-op Office. SECPAP provides relocation grants and career honorariums for eligible students, and wage subsidies and grants for eligible employers. The federal Student Work Placement Program (SWP) also supports work terms through funding various associations. Students are welcome to discuss these and other funding options with their Co-op Coordinators.

The **Small Enterprise Co-operative Placement Assistance Program (SECPAP)** brings together highly skilled students and employers to create relevant co-op work term opportunities. The program provides employers located in NL with wage subsidies to hire co-op students for paid work experiences.

(**Source:** [Student Employment – Co-operative Education](#))

The Student Work Placement Program (SWPP) is a wage subsidy program available to employers who provide post-secondary students with paid work experience related to their field of study.

(**Source:** [Student Work Placement Program](#))

The Student Work and Service Program (SWASP) and Partnership in Academic and Career Education and Employment (PACEE) offer valuable work opportunities applicable to a student's program of study and career objectives (**NOTE** – these programs are dependent upon funding and may vary annually). SWASP provides students with a weekly stipend and a tuition voucher. PACEE pays students at the NL minimum wage rate.

FAQ

ATTENDING CNA

I am considering applying to CNA. How can I find out more about the programs that are offered?

We offer an impressive world-class, nationally accredited range of programming that meets the highest demands of industry; transferability opportunities that promote continuing education at home and abroad; research and development leadership in community and regional innovation; and, precedent-setting international partnerships.

To find out more, visit [Become a Student](#) or [contact us today!](#)

- 1-888-982-2268
- [Live Chat](#)
- [Online Form](#)

What supports are available to CNA students?

To ensure all our students the opportunity for success, CNA strives to provide meaningful support at every step of your journey. Our campuses offer academic advising to all students to improve their success and retention.

Among the student supports offered are:

Accessibility Services	Student Housing
Counselling Services	Health & Dental
Library Services	Internet Services
Student Development Services	Scholarships & Awards
Student Employment Services	Child Care Centres

Please visit [Student Support](#) to learn more about each of these services.

I'm a mature student returning to school. How can my previous skills and experience be used?

As a mature student, you may have substantial work and life experience that will assist you in your studies. Persons who do not meet the entrance requirements for admission into a full-time program, but who are at least 19 years of age at the time of submitting an application, and who have been out of school for at least one year, may be considered on an individual basis under the Mature Student Requirements. For more information regarding these requirements, please refer to [Procedure](#)

AC-102-PR Admission.

Furthermore, students with previous learning experience may be able to receive credit through a comprehensive systematic process of evaluation referred to as Prior Learning Assessment and Recognition (PLAR). Prior learning can be assessed through a number of methods. The most common methods used are challenge examinations, challenge essays, development of a portfolio, performance evaluation (on-the job assessment), simulations, interviews, or producing documents. In most cases, a combination of two or more methods are used to accurately assess prior learning. For more detailed information, visit [Prior Learning Assessment and Recognition](#).

FUNDING

Where can I find more information about funding options for post-secondary education?

Specific funding options may depend on your province of residence or personal circumstances. If you would like to discuss what personal funding options are available to you, it is recommended that you connect with one of our Guidance Counsellors or SDOs. You can read more at the [Financial Assistance](#) page, where you can also find information for campus contacts.

Does CNA offer scholarships or bursaries?

CNA provides an opportunity to students in many programs to compete for a variety of awards, scholarships, bursaries and prizes. Awards are made possible by the generous contribution of our donors, who represent numerous organizations, companies and individuals. Students are encouraged to apply and should be aware that awards are granted based on a variety of circumstances and specific criteria. While some awards are granted to high academic achievers, many awards are designated to well-rounded students who are performing satisfactorily in their program of study and who have demonstrated leadership, community/college involvement and school spirit.

The Awards Committee strongly encourages students to apply for awards for which they qualify. Learn more about these opportunities on our [Scholarships & Awards](#) page.

WORK-INTEGRATED/EXPERIENTIAL LEARNING

What opportunities does CNA provide for students to receive real-life work experience?

Many of our programs offer field placements, on-the-job training, work exposure, clinicals, preceptorships, as well as hands-on practical training. To learn more, please [Explore Our Offerings](#) or contact the [SDO or Counsellor at your campus](#).

What is Co-operative (Co-op) Education? Which CNA programs are co-op education programs?

Co-operative Education, commonly known as Co-op, is a WIL structure that allows you to alternate your time within the classroom with paid, program-relevant work experiences in a real workplace setting.

CNA offers 11 different Co-op Education programs, which can be found at our Corner Brook, Prince Philip Drive and Ridge Road campuses.

To learn more, visit [Co-Operative Education](#).

ACCESSIBILITY SERVICES SUPPORTS

How do I access support for my disability?

CNA is committed to providing an inclusive learning environment which celebrates and encourages diversity. CNA promotes equal access and opportunities to facilitate success in the educational community and in the community at large. Our philosophy is to presume competence and encourage independence and self-actualization; empowering all students to recognize, celebrate and productively use their abilities!

If you are a student with a disability and you will require services and supports from Accessibility Services, start the application process early. Early planning can help you avoid any delays in starting your program or in accessing the services and supports you will need. If, for example, you require adaptive equipment, alternate format texts or interpreting services, at least three months' notice may be needed to ensure availability at the start of your program. Please contact the [Accessibility Services Co-ordinator](#) (ASC) at the campus you are planning to attend.

WORKPLACE TRANSITION

I am a graduate of a CNA program. What career services are available to me?

As a CNA graduate, and any of the predecessor colleges that became what is known as today's Newfoundland and Labrador's public college, you have many reasons to be proud. You are among thousands of alumni who have achieved personal and professional success thanks to your education.

Among the many services and benefits available to our graduates, the Alumni & Advancement Office provides job postings, careers fairs, industry engagement, networking and mentorship resources, continuous learning opportunities, and more! For more information, please visit the [Alumni](#) page.

How can I network with recent graduates and employers?

The Alumni Office offers many opportunities and resources to help you connect with graduates and employers! Among these are:

- Career Fairs
- [Ten Thousand Coffees](#) (virtual networking and mentorship platform)
- On-campus events
- Industry engagement

For more information, contact the Alumni Office at alumni@cna.nl.ca or 709.758.7536, or visit [Alumni & Advancement](#).

Where can I get assistance with preparing to enter the workforce upon graduation?

Your CNA Student Services team is ready to support you as you prepare to enter the workforce. [SDOs and Guidance Counsellors](#) are involved in student and graduate employment programs, which may include delivering job search seminars, coordinating job training placements, connecting students to industry through the organization and delivery of career fairs, and supervising student employees. As well, [Library Services](#) can provide access to résumé writing and job interview resources, college/university calendars, and computer and printing services.

LABOUR MARKET INFORMATION

How can I find out employment rates, current job market trends, and salary ranges for the program I am considering?

You are encouraged to [contact us](#) if you have any questions about potential programs or career paths.

- 1-888-982-2268
- [Live Chat](#)
- [Online Form](#)

Regarding employment statistics, the college refers to documents produced by the provincial Department of Immigration, Skills, and Labour. To view these documents online, please link to:

- [Labour Market Outlook 2025](#)
- [Labour Market Outlook 2020](#)

There are also other publications which may meet your needs. These can be viewed at [Publications](#). In addition, you may also refer to the following Provincial & Federal career search resources:

- [Labour Market and Career Information for Newfoundland and Labrador LMIworks](#)
- [Job Search and Career Information](#)
- [Job Search Site](#)
- [Apprenticeship Training](#)
- [Credit Transfer](#)
- Career Hotline (email: LMCIHotline@gov.nl.ca/709-729-6600 or toll free at 1-800-563-6600)

I am applying for funding and need to include labour market information. Where can I find this?

Please consult the links provided above. You can also reach out to:

- [Admissions](#)
- [Counselling Services](#)
- [Library Services](#)
- [Student Development Services](#)

Are CNA programs recognized outside of Newfoundland and Labrador?

We offer a nationally accredited range of programming that meets the highest demands of industry as well as transferability opportunities that promote continuing education at home and abroad. For information specific to the program of your choice, please contact [Counselling or Student Development Services](#) or consult our [Program Guide](#).

How does the Apprenticeship program work? What does "Red Seal" mean?

An apprenticeship is defined as "a formal training system that combines on-the-job and in-school training to produce qualified and certified journeypersons" (**Source:** Apprenticeship and Trades Certification Division: Questions & Answers).

The "Red Seal Program," officially known as the Interprovincial Standards Red Seal Program, is the "Canadian standard of excellence for skilled trades. The Red Seal Program was established to create national standards for certain trades that are common to most jurisdictions" (**Source:** Apprenticeship and Trades Certification Division: Questions & Answers).

Learn more about apprenticeships and the Red Seal Program in NL at Apprenticeship & Trades Certification Division.

For more information about apprenticeship programs at CNA, please visit our Program Guide. You can also contact the CNA Apprenticeship Officer at apprenticeshipofficer@cna.nl.ca or (709)-643-7915.