

Get to know Langara College.

INFO SHEET FOR NEW EMPLOYEES

Welcome to Langara College! Thank you for making us your employer of choice. We look forward to seeing you reach your potential, personally and professionally.

To help connect you with the information and/or people you might be looking for, please make note of the following important links.

WHERE DO I FIND MY EMPLOYEE INFORMATION?

- Log into [myLangara](#) using your Langara ID + password
- Find the following:
 - Payroll and leave information
 - Langara Post
 - Room bookings
 - Budget officers list
 - College forms and templates
 - Chartwells online catering orders

WHO DO I CONTACT WITH LOGIN/PASSWORD, EMAIL, WI-FI, TELEPHONE, AND AUDIO/VISUAL ENQUIRIES?

- [IT Contacts](#)
- [A/V equipment bookings](#)

HOW DO I FIND OTHER EMPLOYEES ON CAMPUS?

- [Online Employee Directory](#)

WHERE CAN I FIND HR-RELATED INFORMATION?

- [General enquiries and contacts](#)
- [Benefits](#)
- [Employee Handbook](#)
- [Employee and Attendance Forms](#)
- [Professional Development](#)
- [Wellness classes and programs](#)

WHERE CAN I FIND INFORMATION RELATED TO PARKING PASSES AND OTHER CAMPUS SERVICES OR PROCEDURES?

- [Parking and getting to campus](#)
- [Purchasing](#)
- [Print Services](#)
- [Safety & Security](#) (emergency management, health and workplace safety)

WHAT COLLEGE POLICIES SHOULD I BE AWARE OF?

- [Overview of all policies](#)
- [Copyright \(B5003, B5004\) and Fair Dealing \(B1013\)](#)
- [Human Rights \(B3008\)](#)
- [Instruction](#)
- [Purchasing \(C3001\)](#)
- [Respectful Workplace \(D1007\)](#)
- [Student Code of Conduct \(E1003\)](#)
- [BC Freedom of Information & Protection of Privacy Act \(FIPPA\)](#)
- [Sexual Violence and Misconduct](#)

WHO DO I CONTACT FOR MARKETING AND PROMOTIONS SUPPORT OF MY PROGRAM OR EVENT?

- [Overview of services](#)
- [Brand overview and templates](#)
- [Liaison areas and contacts](#)

Langara.

THE COLLEGE OF HIGHER LEARNING.