

Summer 2008 TELECOURSES

Here's what you need to know when registering.

What is a Telecourse?

Telecourse students meet with their instructor one Saturday a month, for a total of four face-to-face meetings. Students must attend an on-campus orientation during the first class session. Course content is delivered via a DVD series along with textbook materials. DVDs will be provided during the first class meeting. In between meetings, students follow their course outline, study their textbook and DVD series, and complete assignments outside of class time. Tests are also administered outside of the classroom meetings.

What Do I Have To Do?

- Register for the course. See the **Schedule on the reverse of this page** for a list of courses offered and details about the required on-campus class sessions.
- Attend the **mandatory** first class meeting and attend on-campus classes, conducted on specific Saturdays.
- In addition to viewing the DVD lessons, students must use textbooks and instructional materials.
- Meet all testing, assignment, and course deadlines. These courses are **not** self-paced.

When Do I Start My Telecourse Course?

Note: Classes begin on Saturday, May 17, 2008, before traditional classes begin. Please see the schedule on the reverse of this page for details on all Saturday meeting dates.

If it is impossible for the student to attend the first class meeting due to unavoidable circumstances such as sickness, death in family, etc., the student is responsible for contacting the instructor. **THOSE STUDENTS WHO DO NOT ATTEND THE FIRST CLASS MEETING AND DO NOT MEET WITH THE INSTRUCTOR DURING THE FOLLOWING WEEK WILL BE DROPPED IMMEDIATELY.**

Is the LRC (Library) Open on Saturdays?

In addition to regular operating hours, the North and South Campus LRCs will be open several Saturdays during the semester. Visit the LRC Internet link for Saturday information: <http://www.rowancabarrus.edu/lrc/information.html>.

When is the Last Day to Withdraw from a Telecourse?

The last day to withdraw from a Telecourse with a grade of "WP" or "WF" is July 17, 2008. Students are responsible for completing a Drop/Add/Withdrawal form, but must obtain their instructor's signature according to the new withdrawal policy (see instructions on the Drop/Add/Withdrawal form). These forms are available in Student Services. Telecourse students may email their instructor if they want to withdraw. The instructor will complete a Drop/Add/Withdrawal form and attach the email as documentation that the withdrawal was requested by the student. Students should work with the instructor to allow enough time to process and meet the deadline.

When Can I Purchase My Textbooks and Materials?

Textbooks are available in the North and South Campus RCCC Bookstores during regular hours. Telecourse textbooks will also be for sale in each North and South Campus location on the dates indicated on the reverse page.

Can I Bring Children Onto Campus?

Students are asked not to bring children on campus since the college cannot assume responsibility for unattended children wandering about the campus. RCCC is committed to providing an environment conducive to learning, and children may disrupt the learning environment when they are brought into the classroom or left unattended.

Can I Be Contacted While Attending Saturday Sessions?

In the event you need to be contacted while on campus because of an **emergency situation**, you may be reached by calling the **North Campus weekend attendant at 704-216-3512** or the **South Campus weekend attendant at 704-216-3673**. In addition to leaving this phone number with someone needing to reach you in the event of an emergency, please also leave with this person the name of the event and the room number where you can be reached.