



# Extended Campus

## Classroom Courses

1. The student must contact the Extended Campus Office prior to 6 PM on the first night of the class to receive the room location.
2. **Day students may not drop an Extended Campus course after the first week of classes without the permission of the Vice President of Academic Affairs or the Academic Dean.** If a day student stops attending a class, the student will be assigned an "F". After the Day Program Drop/Add period there will be no refund of any fees.

## Internet Courses

1. **Day students may not drop an Internet course after the first week of day classes without permission of the Vice President of Academic Affairs or the Academic Dean.** If a day student fails to complete assignments and keep in contact with the instructor on Blackboard, the student will be assigned a grade of "F". After the Day Program Drop/Add period there will be no refund of any fees.
2. Day students will be charged an additional processing fee (currently \$120) for each Internet course for which he/she registers.

**All books will be purchased through the Campus store.**

**I have read and understand the above provisions for taking Extended Campus course(s).**

Student Name: \_\_\_\_\_ Student Id# \_\_\_\_\_  
(Please print name)

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Classroom	Course		Internet	Course	
<b>Spring</b>					
<b>Term 1</b>	Session 1			<b>Term 1</b>	
	Session 2				
<b>Term 2</b>	Session 1			<b>Term 2</b>	
	Session 2				
<b>Fall</b>					
<b>Term 5</b>	Session 1			<b>Term 5</b>	
	Session 2				
<b>Term 6</b>	Session 1			<b>Term 6</b>	
	Session 2				
Advisor's Signature: _____					
Signature required if Military				<b>Military</b> (please check one)	
VA Coordinator Signature: _____				Yes _____ No _____	