

Dear Distance Learning Student:

Thank you for registering for an online and/or hybrid course. These courses not only give you greater flexibility with your schedule, but also allow you to earn part of your college degree from home. Please pay careful attention to the orientation information below to ensure a successful beginning to the semester.

Your Internet (section number 620's) and hybrid courses (section numbers ending with C or W), will be delivered through the college's learning management system (Moodle). The link to access Moodle can be found on the home page of the CCC&TI website ([www.cccti.edu](http://www.cccti.edu)).

Distance Learning (DL) courses will become available on the first day of the semester. Log into Moodle on the starting date of the course, locate all your Distance Learning courses, and complete the Official Course Entry Quiz for each of your courses.

Students will be withdrawn from their DL courses if the Official Course Entry Quiz is not completed by the date indicated in your courses. If you have multiple courses online, you must complete this quiz for each course. Also, failure to complete the Official Course Entry Quiz may result in you receiving grade of "Never Attended"

Caution: Instructors may have other assignments due before this date. Please keep in mind you will not have access to your other assignments until you complete Official Course Entry Quiz. Once this quiz is completed the rest of your course will become visible

A Distance Learning Online Orientation Presentation can also be on the Moodle home page. This presentation provides tips to aid your success as a student enrolled in an online and/or hybrid course.

If the college is closed for inclement weather, you will still need to log onto your courses (online/hybrid) to complete the orientation and work on course assignments. Online and hybrid courses are NOT closed for inclement weather. You are expected to complete coursework regardless of whether the campus is opened or closed.

NOTE: If you are taking a hybrid course (section numbers ending with C or W), you are required to meet on campus for a portion of the course. Check your schedule for class meeting dates and times.

If you have any questions concerning Distance Learning, please contact me at 828.726.2707 or by [submitting a ticket to the Distance Learning Helpdesk \(opens in a new window\)](#).

Sincerely,

*Kristin S Harrison*

Kristin Harrison  
Distance Learning Administrator