

I am enrolled in classes, now what do I do?

❑ Order textbook

- You can order your books online at www.undbookstore.com

❑ Tuition and fees

- Tuition and fees will show up in your Campus Connection financials about one month prior to classes starting.
- Tuition and fees for any engineering and chemistry courses offered distance is based on residency, plus an additional \$170 per credit hour access fee for courses and \$270 access fee for labs: <http://distance.und.edu/degree/about/?id=mechengbs&page=855>
- There is a Professional Program Fee of \$25 per credit hour up to a maximum of \$300 per semester charged to any student that is majoring in engineering.

❑ Blackboard

- Access to Blackboard, www.online.und.edu, is given one week prior to classes beginning up to the first day of classes.
- Within your course Blackboard site you will find links for: Syllabus, Assignments, Exams, Tech Support, Tegrity Classes.

❑ Setting up a proctor

- Set up your proctor within each of your course Blackboard sites in the first week of classes.
- Submit proctor information under the Exams menu tab in your course Blackboard site.
- Proctoring policy: <http://distance.und.edu/currentstudent/termcourse/?page=1162>

❑ View your course lectures

- All engineering and chemistry courses have recorded lectures. They are recorded as they take place on-campus and then posted to the web within a few minutes of class being over for our distance students to either stream or download.
- View the lectures by clicking on the Tegrity Classes menu tab.
- Tutorials for watching the lectures can be found at: <http://und.edu/tech-support/students/tegrity.cfm>

❑ Need to drop or withdraw from courses?

- **Drop** – you are in more than one course and need to drop one of them. You can drop through Campus Connection.
- **Withdraw** – you need to be removed from all courses you are enrolled in. Complete the online withdrawal form: <https://apps.und.edu/forms/registrar/cancellation-slash-withdrawal-spring-2013.cfm>. If you plan to withdraw do **NOT** drop any courses through Campus Connection.
- For drop/withdrawal policies see Student Account Services web site: <http://und.edu/finance-operations/student-account-services/withdrawal.cfm>.