

Services Available



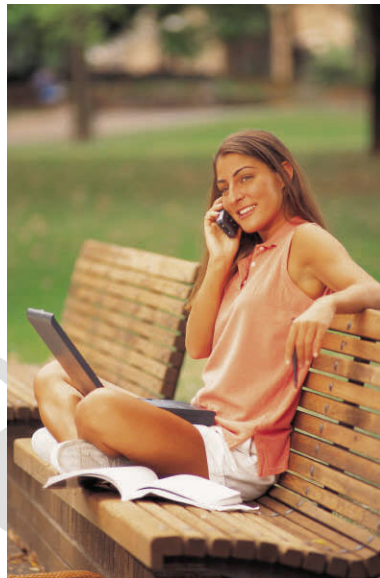
On campus services available to students are also available to distance students. These services include:

- Admissions
919-718-7511; email: rdutterer@cccc.edu
- Bookstore
919-718-7275; email: nshue@cccc.edu
- Career Counseling
919-718-7396; email: gdelvecchio@cccc.edu
- Disability Assistance
919-718-7273; email: doates@cccc.edu
- Financial Aid
919-718-7229; email: dbowman@cccc.edu
- Veterans Affairs
919-718-7233; email: squesenberry@cccc.edu
- Library
919-718-7244; email: mcoleman@cccc.edu
- Tutoring
919-718-7505; email: dmtucker@cccc.edu

Please let the appropriate area (listed above) know which, if any, of these services you would like to be made available to you at a distance.

Tips for Success

- Complete the REQUIRED orientation during the add/drop period of each semester for each course.
- Plan your time accordingly to complete assignments and other course work.
- Plan to participate in the class frequently (minimum of 3 times per week).
- Keep up with the readings and assignments.
- Keep in contact with your instructor.
- Seek help when needed (examples: your instructor, DE Staff, or the Academic Assistance Center, etc.).
- Have a “backup plan” for if your computer or Internet stop working.
- Remain aware of important semester dates.
- Distance education courses are listed on the class schedule available via WebAdvisor.



Advising for Distance Students



An Equal Opportunity College

Serving Chatham, Lee, and Harnett Counties
1105 Kelly Drive, Sanford, NC 27330
919-775-5401
Toll Free in NC: 1-800-682-8353

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CCCC.EDU

Distance Education Classes



Online Courses

Online courses are not self-paced courses; they follow a structured assignment calendar. Online courses are identified with section numbers LN1, LN2, LN3, etc. Content is delivered through textbooks, World Wide Web, Email, and other Internet resources.

Multi-Format Courses

Multi-Format courses are not self-paced courses; they follow a structured assignment calendar. Multi-Format courses are identified with section numbers LM1, LM2, LM3, etc. Content is delivered through textbooks, CD-ROM and/or videocassettes, World Wide Web, Email, and other Internet resources.

Hybrid Courses

Hybrid courses are not self-paced courses; they follow a structured assignment calendar. Hybrid courses blend traditional class meetings with online. Hybrid courses are identified with section numbers LJ1, LJ2, LJA, HJA, PJA, etc. Content is delivered through traditional class meetings, textbooks, World Wide Web, Email, and other Internet resources



Minimum Requirements

Access to a personal computer (home, office, or college) with the following:

- Windows Media Player
- Apple QuickTime
- Adobe Reader
- Adobe Flash
- Java
- MicroSoft Office
- Graphical browser (Blackboard recommends using Mozilla Firefox 3)

Distance Education students are required to use their Cougar Mail account for email.

Modem speed of at least 28.8 bps or higher

May require a CD-ROM drive and/or VCR/DVD player

Need Help?

- Blackboard Help
1-866-834-6894
- Cougar Mail Help
919-718-7397
helpdesk@cccc.edu
- Distance Education Counselor
Rory Dutterer
rdutterer@cccc.edu
919-718-7511
- Distance Education Staff
destaff@cccc.edu
919-718-7529



www.cccc.edu/de/cougarsden