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CCCC NEWS AND BEYOND

- ♦ **IMPORTANT CHANGES FOR FALL 2007 SEMESTER:**
See page 3 for full details about tuition, change of programs, and mini-mester courses.
- ♦ **UNC-ONLINE:** A central website that provides convenient one-stop access to more than 130 online degree, certificate, and licensure programs offered by the 16 UNC campuses. Find a link on the CCCC DE webpage or in the College Resources course!
- ♦ **ENROLLED IN COURSES THIS SUMMER?** Take advantage of Early Registration and sign up for classes from **July 26 –August 1.** Make an appointment with your advisor today!

DISTANCE ED CONNECTIONS

A NEWSLETTER FOR CCCC'S DISTANCE STUDENTS

WWW.CCCC.EDU/DE.HTML

DE News—SUMMER 2007, ISSUE 3

THE DISTANCE DIFFERENCE: ORBIE'S STORY

Orbie Etheridge joined the CCCC Distance Education community as a student in summer 2006 and is already a few credits short of graduating with a double-major in Business Administration and an Associate of Arts degree. "I am a single mom, and a full-time student. My full-time focus now is finishing my degree to ensure my children's future," Orbie says. Born and raised in the Baltimore and D.C. area, Orbie has lived for thirteen years in Dunn, North Carolina. She has three sons ages five, eight, and eleven as well as a three-year-old daughter. "My son, Kyle, is autistic, and he is a great motivating factor in my life. I spend a great deal of time advocating for him and learning how to help him more effectively." Orbie hopes to use her degrees from CCCC to transfer into an undergraduate program and eventually attend law school. "My desire is to be able to advocate for children with disabilities and their families—especially in rural areas where they so often seem to be left to fall through the cracks." As a distance student, Orbie says she appreciates the impact distance education has on society. "The most positive thing about distance education is that it makes a quality educational opportunity available to many who it would not have been available historically. As a single mom, it certainly increases possibilities for me." Instead of waiting until her children are grown to obtain her degree, Orbie now carries a 4.0 GPA and says she is building a solid future for her children with graduation on the horizon this coming fall. "My children—most every moment free is spent with them. They always bring humor and enjoyment to what is a very hectic and often overwhelming life."



Orbie's son, Kyle, age 5
Photo courtesy of The Dunn Daily Record's Tom Woerner

TRANSFERRING? IT'S EASY, Y'ALL...

Get down with the Western 2Step!



Recently, Western Carolina University announced that it is the first four-year school in N.C. to match requirements for every one of its majors with the community college master course catalog. This new program is cleverly named the *Western 2Step!* Western Carolina offers around 150 degrees total.

WCU also offers both undergraduate and graduate degrees via distance education, including criminal justice, emergency management, emergency medical care, an RN to BSN in nursing, and more. Director of Admission at WCU states "With this new initiative. We can now offer your students specific guidelines to identify the courses that will transfer to Western in each program as well as suggested course schedules for their junior and senior years on our Cullowhee campus...We're preparing a complete set of guidelines for your college."

Admission information: <http://www.poweryourmind.com/>

WCU Transfer website: <http://www.wcu.edu/registrar/transfer/>

Complete list of majors (classroom & distance): <http://www.wcu.edu/29.asp>



"I can work on it anywhere..."

MEET HOLLY SCHOFIELD

CCCC PSYCHOLOGY DISTANCE INSTRUCTOR

Ten years ago, Holly Schofield recalls putting her five-year old on the school bus for his first day of school and then coming back into her home crying about her "baby growing up"—she proceeded to find a new activity to fill the void. "I had enjoyed teaching as a graduate assistant many years earlier and called the local colleges about part-time work. CCCC needed a part-time psychology instructor, and I came to work three days later!"



Holly has been with CCCC for ten years now and says her "baby is now a high school freshman and towers over [her]." Prior to becoming an instructor, Schofield worked for ten years in mental health administration primarily in adolescent services. As an online instructor of psychology at CCCC, she says her distance courses have "much more structure and weekly quizzes instead of monthly exams." She exclaims, "I can work on it anywhere—wireless is great. I even maintained my courses when I was in Austria last year for ten days!" Holly has three recommendations for students to be successful in her distance courses: 1) Always write out the study guide before you take the quiz; 2) Contact me if you get behind; and 3) Set aside class time for the course, and religiously abide by the time you establish. Schofield has a BA in Psychology and Studio Art and an MA in Clinical Psychology. When she's not logged in Blackboard, her interests include "hiking, swimming, playing the violin, and attending her kids' various concerts and sporting events!"

DE CALENDAR & IMPORTANT REMINDERS

July 16, 2007	July 30, 2007	August 16, 2007
Last Day to w/d without a WF*	Graduation Practice (1:00pm or 5:30pm at the Civic Center)	Open Registration for Fall 2007 Harnett & Chatham Campuses
July 23-August 3, 2007 Student Advisement & Early Registration for Fall	August 1, 2007 Last Day of Class for 10-week	August 20, 2007 Distance Education Start Date/ Login to Blackboard/ Orientations (4:00 p.m., 5:00 p.m., 6:00 p.m.)
Finals Refer to your course syllabus	August 3, 2007 Last Day to Pay Fall Fees Before Registration Day-8:00pm	August 24, 2007 Last Day to Register, Drop/Add, and Make Contact with Instructor
July 18, 2007 Last Day of Class for 8-week	August 10, 2007 Last Day to Pay Before Open Registration	October 8 and 9 Distance Education On-campus Midterm Exams (online dates may vary)
July 30, 2007 Graduation Practice (1:00pm or 5:30pm at the Civic Center)	August 15, 2007 Open Registration for Fall 2007	
July 18, 2007 Last Day of Class for 8-week		

STUDENT PORTAL HELP, 24/7!

CCCC's IT Helpdesk, managed by Presidium Learning is available to assist with your technical support questions about Blackboard, NetMail, and the Portal. Your success is very important to us. Assistance is available for free **24 hours a day, seven days a week** to all students, faculty, and staff at CCCC. Visit the CCCC DE website to learn how to get help by chatting online or to submit a help ticket.

CALL TOLL FREE AT 1-866-834-6894

TIME-SAVING TECHNOLOGY TIPS

Keyboard Shortcuts for Computers with Microsoft Windows



ALT + TAB

Switches through the active applications you are using. For example, allowing you to quickly move from one Internet search to another

CTRL + N

New document in Microsoft Word or new browser window in Microsoft Internet Explorer or Firefox

CTRL + A

Select all (most Windows applications)

CTRL + C

Copy (most Windows applications)

CTRL+END

Moves cursor to the bottom of the document (most Windows applications)

CTRL+ESC

Same as click on the "Start Button" (most Windows applications)

CTRL+HOME

Moves cursor to the top of the document (most Windows applications)

CTRL+P

Print (most Windows applications)

CTRL+S

Save (most Windows applications)

CTRL+V

Paste (most Windows applications)

CTRL+X

Cut (most Windows applications)

CTRL+Y

Does the last action performed (most Windows applications)

CTRL+Z

Undoes the last action (most Windows applications)

*Parallel function on Macintosh computers using the Apple key

IMPORTANT CHANGES FOR FALL 2007

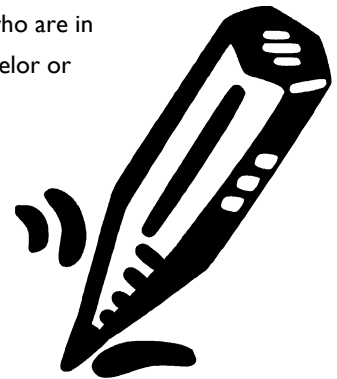
To better serve our students, Central Carolina Community College will begin using a new computer system starting Fall 2007. Please note the following information for the 2007-2008 school year:

CURRICULUM TUITION REFUND POLICY



Refunds will be granted under the following circumstances only:

- A 100% refund shall be made if the student officially withdraws prior to the first day of class(es) of the academic semester as noted in the college calendar. Also, a student is eligible for a 100% refund if the class in which the student is officially registered is canceled due to insufficient enrollment.
- A 75% refund shall be made if the student officially withdraws from the class(es) prior to or on the official 10% point of the semester. NOTE: If you drop and add the equivalent number of credit hours during the drop/add period, you must drop and add the course(s) at the same time in order to avoid being charged 25% of the cost of the dropped course(s).
- Refunds for tuition and fees for never attending classes will not be granted to students. This includes students who are in distance education classes who did not complete the orientation. Students must officially withdraw with a counselor or advisor to meet deadlines for a refund (see Curriculum Tuition Refund Policy above).
- Please allow 4 to 6 weeks for refunds to be processed and mailed.



CHANGE OF PROGRAM

A Change of Program Form should be submitted by the end of drop/add period to take effect for the current term. If a Change of Program Form is submitted after the drop/add period, the new program will not be effective until the start of the next term.

LATE STARTING COURSE/2nd MINI-SESSION COURSES

Financial Aid Students must sign up for all classes at the beginning of the semester prior to the end of drop/add. Any course(s) added to a students schedule after the drop/add period (including 2nd mini-session courses) will not be included in funding by Financial Aid.

DISTANCE EDUCATION WORD SCRAMBLE

1. KGAIRSHNNMIT: _____ N _____

Free online tutoring program provided to all CCCC students free-of-charge.

2. E.D. DTTESNU DEUIG: ____ E ____ E

If you can't find your instructor's contact information or important dates, look here (linked to the DE webpage).

3. EOGLCLE CEOSRREU: _____ E _____ S

Course in which all Blackboard users are enrolled providing information on how to be a successful distance student.

4. AZLMOIL EXIFROF: _____ A _____ E _____

Internet browser preferred for Blackboard users.

