CET Reopening Student Guidelines & Information

General Questions & Information

- For all things related to safety, self-reporting, and FAQs, visit the official Return to Pirate Nation site here: https://returnofpiratenation.ecu.edu/ and here (for students) https://returnofpiratenation.ecu.edu/students/
  
  o You can find information on reported COVID cases here: https://news.ecu.edu/coronavirus-updates/confirmed-cases/

- Impacted by COVID-19 and need emergency funding assistance?
  
  o Check out the Student Emergency Fund here: https://news.ecu.edu/2020/04/06/student-emergency-funds/

- Be aware of the Fall calendar!

  o Especially as it relates to schedule changes, holiday/events, and withdrawals: https://returnofpiratenation.ecu.edu/academic-calendar/ and https://facultysenate.ecu.edu/academic-calendars/. Remember, you have until 8/12 to modify your schedule for block 1 using your current registration pin!

- First time taking an Online course?

  o We understand that this is a new thing for many of you, but ECU has come up with some great resources to help you hit the ground running and to be successful in this format: https://news.ecu.edu/2020/03/23/tips-for-online-learning/

  o Check out this other great article to help you succeed! https://www.learnhowtobecome.org/career-resource-center/student-success-online-college/

- Questions about student health insurance plan (SHIP), especially with enrolling/waiving out?


- Need to get around campus or home via ECU buses?


- Can I take a prerequisite and the subsequent course in block 1 and 2 (e.g., PSYC 1000 and then PSYC 3241; e.g. 2, DESN 2034/5 then 2036/7)?

  o The universal answer at ECU is no, and that it is not recommended- official notice and clarification will be coming soon. This is because grading for most courses will not be available by the start of block 2, which makes checking prerequisites and changing schedules in such a short time very difficult. If there are extreme special cases, please do check in, but the standard is to treat the fall semester as any other fall semester.
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Other Important Tips

Check your ECU student email daily:

1. Un-Focus your inbox. If not, you will miss a lot! Tutorial Here – seriously, you would not believe how many critical emails are missed because of this. Email is the primary method of us connecting, so please do not miss out!

2. Set up folders for each subject, club, advising, etc. so that when you finish reading an email, you file it in the correct folder. Tutorial Here

3. Set rules for specific addresses to be automatically filed (but unread) in specific folders. Tutorial Here

Communicate with Your Instructors:

1. Use proper email etiquette when communicating with an instructor. (check your syllabus to see if the instructor is a Dr. or Ms./Mrs./Mr.)

2. Include your full name, Banner Id, and course name with section number.

3. Be clear with your concern or request. (Never send complaints; send solutions.)

4. Allow enough response time…email is not IM. It may take a day or two to get a response/solution!

5. Reply to the most recent email; ie, if the conversation continues, don’t begin a new email for your instructor to decode.

6. Always follow up with a “thank you.”

Communicate with Your Academic Advisor:

You will receive direct emails from your Academic Advisor with instructions about appointments, assistance, and questions. Please be sure to check for emails and read from your Academic Advisor at all times!

Find Your Textbooks:

You may be able to find the title, author, ISBN of your textbooks in Pirate Port, but if for some reason you are not able, do directly to Dowdy Student Store to find your textbooks. You are not required to purchase textbooks here, but you will need critical information so that you are able to quickly rent or buy from another site.
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Important Dates:

Check out the ECU calendars here for an overall picture: https://returnofpiratenation.ecu.edu/academic-calender/ and https://facultysenate.ecu.edu/academic-calendars/

- **Add/Drop for Full Term (16 week courses)**
  - Students will have until August 14th to add or drop courses in Banner Self-Service for Fall 2020.
  - The deadline to withdraw for full term courses is October 19th.

- **Add/Drop for Block 1**
  - **Students will have until August 12th to add or drop courses in self-service using your pin for the first 8-week block.**
  - After August 12th, the student will have to withdraw from the course (email advisor), and they will receive a W.
  - The deadline to withdraw for Block 1 is September 9th.

- **Add/Drop for Block 2**
  - Students will have until August 14th to add or drop courses in Banner Self-Service on their own.
  - If a student needs to drop a course without grades for the second block, advisors can contact email regis@ecu.edu to have the course dropped.
  - Students will have until October 2nd to drop the course for Block 2 without grades.
  - After October 2nd, the student will have to withdraw from the course (email advisor), and they will receive a W.
  - The last day to withdraw from Block 2 is October 30th.

Check if Your Courses are Face to Face, Hybrid, or Online:

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Description</th>
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<tbody>
<tr>
<td>Face to Face</td>
<td>A course with instruction delivered through face to face meetings held at regular meeting times in dedicated physical space located on campus.</td>
</tr>
<tr>
<td>Hybrid</td>
<td>A course with instruction delivered primarily (more than 50%) through face to face meetings that also meets occasionally for instruction delivered through the internet or world wide web. Your professor will determine how to structure the hybrid class. In many cases, the class is divided into two groups of students. As an example: half the class meets face to face every other class meeting while the other half meets online.</td>
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</tbody>
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| Internet or World Wide Web (Online)      | A course with instruction delivered through the internet or world wide web that does not have dedicated physical space. Courses may be taught synchronously or asynchronously.  
  Synchronous: the course is online but taught at the time indicated on your schedule. You must log in at that specific day and time.  
  Asynchronous: the course is online, and coursework is completed within a window of time, but you are not required to log on at specific times on specific days.  
  ECU uses Canvas for online courses. More about how to use Canvas here: https://canvas.ecu.edu/student-guides/ |