NWCC Online Student Information Sheet

After enrolling in an online class, please fill this form out, save it, and then email it back to the eLearning office at dlc@northwestms.edu

If you have any questions please contact us at 662-560-5230. The form can also be printed out and faxed to 662-560-5232 if you wish.

Full Name_____

Student ID Number_____   Semester   ___Fall ___ Spring ___ Summer

Day Phone Number_____   Year Attending_____ Campus_____

Night Phone Number_____   Cell Phone Number_____

Personal Email Address_____

Is this the first time you have taken an online course through Northwest? ___ YES ___ NO

Student Agreement;
As an Online Student I understand and agree to the following;
1. During this semester, I will have consistent and reliable access to a **computer with internet connection**.
2. I understand that all **online classes are reading intensive**.
3. I have **adequate time to devote** to an online class.
4. I understand that online classes require **self-discipline and time management skills**.
5. I understand that all online classes require **1 to 3 proctored exams** and I will be required to come to campus to take the exams **with my instructor**.
   *If I cannot meet my instructor, I realize that I may have to go to the Senatobia campus to be proctored.
6. I understand that online classes also have an **absentee policy** and it is my responsibility to know how my instructor counts absences.
7. I have read the "*Student Information Sheet*" and **I am aware of the policies and procedures for online classes**.
8. **It is my responsibility to purchase the textbooks and software needed for my online class.**

Hardware | Software Recommendations for Online Classes:
- Windows XP with Service Pack 3, Windows 7, Windows 8.x, or MAC operating system.
- Microsoft Office Products (Word, Excel, Power Point, etc.)
- Desktop, or Laptop, with at least 4GB of RAM memory.
- Pentium Dual Core Processor or Intel based Mac preferred
- High speed internet connection preferred (High speed Cable, High speed DSL)
- Additional hardware/software may be required for some courses.

_____ I have read and agree to the Student Agreement above.

Student's Initials _____   **Today's Date**_____