

Important Announcement: New Off-Campus Fee for COPH Online Courses

Starting Spring 2006, students participating in ANY online course at the College of Public Health will be assessed an additional 'off-campus' fee of \$30 per credit hour. (For example, an additional fee of \$90 will be assessed for a 3 credit course.) The fee is used to support online course expenses associated with technology.

Starting the Spring 2006, students enrolled in online courses at the COPH will receive the following support:

- Access to 'Course at a Glance' –synopsis of syllabus during registration
- Technical assistance (WITHIN 24 hours) 7 days a week.
- On-call technical assistance during exams if the exam is limited to a specific date and time.

For additional information on the off-campus fee, please see the FAQ section below.

Frequently Asked Questions Regarding Off-Campus Fee

Where will I see this fee, and what is it called?

When signing into the course schedule in Oasis, the fee will be listed on the last column under 'Fees' after you have searched for the course. It will appear as one of the following based on the number of credit hours:

OPH1 - \$30.00

OPH2 - \$60.00

OPH3 - \$90.00

Note: OPH1 is for 1 credit, OPH2 is for 2 credits, OPH3 is 3 credit course.

Students can view the fee within OASIS after registration is completed. Click on Tuition Fees and Payment, the Off-campus fee will be listed as a line item on the Account Summary. It is displayed as an 'off-campus fee' and will appear as a separate line from tuition. If you are registering for more than one course, all off-campus fees associated with each of those courses will be listed in one summary line.

Spring 2006				
Detail Code	Description	Charge	Payment	Balance
OPH3	Off Campus Public Health 3 hrs	\$90.00		\$90.00

Do I have to pay the fee up front or can I make installments?

All fees must be paid in full.

Does everyone have to pay this fee?

All students (whether traditional, CDC, USPHS, state employees) sections pay this fee if they are taking an online course.

What do I get in return for paying this fee?

The fee is used to support online course expenses associated with technology. Starting Spring 2006, students taking ANY online courses at the COPH will receive the following support:

- Access to 'Course at a Glance' –synopsis of syllabus during registration
- Technical assistance (WITHIN 24 hours) 7 days a week.
- On-call technical assistance during exams if the exam is limited to a specific date and time.

Who do I send the payment to?

The payment is made along with your tuition payment through Oasis or the cashier. If you are a state employee, the off-campus fee should be sent along with your state employee tuition waiver form.

How do I get technical assistance for my online course?

Within the course website in Blackboard there will be a button/link titled, 'Technical Assistance' or 'Tech Assistance'. Should you experience a technical problem (accessing course materials, audio/video, broken links, reset submission link for assignments) select the button/link located on the bottom, left side of your course menu in Blackboard. A new window will open to the ETA Technology Assistance webpage. On the ETA Technology Assistance webpage, select the link to the 'Technical Problem Report Form'. Complete and submit the form. You will receive a reply from our staff WITHIN 24 hours, 7 days a week!

During business hours (M-F 8:30am-5pm) you can select the 'Live Text Chat' or toll-free telephone options instead.

How do I get technical assistance during an exam?

Technical assistance is provided by ETA staff for all online course exams. However, certain courses may also offer on-call technical assistance if the exam is limited to a specific day and time. For these specific exams, students will be given a special telephone number to call for technical assistance. Check your course website for details on technical assistance during exam time.