

Online and Blended Course Fact Sheet for College Advisers, 2017

This document is meant to assist you in advising students who might be interested in taking fully online or blended courses that WFU offers.

If you have questions, please contact [Online Education](mailto:OnlineEd@wfu.edu) (OnlineEd@wfu.edu x4810) or [Anna Henley](#) in the Office of the Dean/Summer School (x2330).

Courses

Currently, WFU plans to offer the following online courses in Summer 2017. Others might be added in the future. All online and blended courses will be listed in WIN along with other courses, and clearly marked as online or blended. Those with required synchronous meetings times will also be identified and the times listed in Banner.

Summer 2017

- **ART 103 - History of Western Art** (3 credits) Instructor: [Bernadine Barnes](#)
Summer I (May 23 - June 29) Attributes: Art History, Div ART, Div III - ART.
- **CNS 120 - Personal Framework for Career Exploration** (1.5 Credits) Instructor: [Heidi Robinson](#)
Summer I (May 23 - June 29) Attributes:
- **CNS 220 - Options in the World of Work** (1.5 Credits) Instructor: [Heidi Robinson](#)
Summer I (May 23 - June 29) Attributes
- **CNS 320 - Strategic Job Search** (1.5 Credits) Instructor: [Brian Calhoun](#)
Summer I (May 23 - June 29) Attributes:
- **CNS 334 - Ethics in Health and Human Services** (3 credits) Instructor: [Phil Clarke](#)
Summer II (July 6 - August 11) Attributes: HHS minor
- **CNS 340 - Professional Orientation to Health and Human Services** (3 credits)
Instructor: [Alli Forti](#)
Summer I (May 23 - June 29) Attributes: HHS minor
- **COM 318 - Culture and Sitcom** (3 credits) Instructor: [Mary Dalton](#)
Summer I & II (May 23 - Aug 11) Attributes: COM Media Studies, Film Studies Minor
- **EDU 236 - Creativity, Innovation, and Entrepreneurial Thinking in 21st C. Education** (2 credits) Instructor: [Ann Cunningham](#)
Summer I & part of Summer II (7 weeks total, May 23 - XXX) Attributes:
- **GES/HMN 340 - German Masterworks in Translation - Monstrosity** (3 credits)
Instructor: [Mary Knight](#)
Summer I & II (May 23 - Aug 11) Attributes: CD, Lit in ENG, DIV II - ENG Lit Trans.

Student Eligibility

- A. **Time as a Student On Campus** - Students must have completed at least 2 semesters on campus before they are eligible to take an online course.
- B. **Total Number of Online Courses** - Students may take only 15 online course hours total, of which only 6 can be transferred in from another institution.

Credit

A WFU student may count no more than 15 online credits towards graduation. No more than 6 online credits may be transferred from other schools. Thus a student could take a maximum of 15 credits of online coursework, but 9 of those credits would have to be Wake Forest online courses. **Before applying, students interested in online courses offered by other institutions should consult with the WFU Registrar and the Department Chair that would be asked to accept a specific course to confirm that they will receive credit.**

Student Expectations

The adviser should help students determine if an online course would be appropriate for them. Online courses are not for everyone. Advisers should take into account the eligibility criteria, the type of student that usually does well in online courses and the student's overall academic performance.

Successful online students are self motivated and manage their time well. It is important that students understand that online courses are similar to on campus courses in rigor and time commitment.

- **Students that are struggling during the regular term should not be encouraged to take summer online courses, which are compressed in time and require high levels of self discipline.**
- **Taking more than one three credit online course while also working or interning full time is not recommended.**
- **Online course credit does count towards overall Summer School limits.**

Wake Forest online courses:

- may be anywhere from 5 to 10 weeks long in the summer, 7 to 15 weeks during the fall and spring;
- consist of small sections of 15-20 students;
- are **NOT** self paced;
- may require already scheduled live (synchronous) online time each week (contact instructor to ask)
- require extensive independent work and preparation before live online sessions.

How Online Courses Affect Students' GPAs

Wake Forest online course grades will be factored into a student's GPA as with any other class. Online courses taken from other schools will be considered transfer courses and thus will not be included in the GPA. As with other transferred courses, the student must earn a grade of C or better for the credit to be accepted.

If you have a student that is eligible and interested in registering for an online course,

please see the next page for administrative and logistical details.

Online Course Registration Details

Enrollment process

WFU Online and Blended Courses

Students will register for WFU online and blended courses on WIN in the same way that they register for all other courses. Courses offered in an online or blended format will be clearly labeled as such in WIN.

Transferred Online or Blended Courses

Students who wish to register for online or blended courses from other institutions and transfer credit back to WFU will follow the same procedures as for any transfer course. Students must **get prior approval from the University Registrar**. A form is available from the Office of the University Registrar that requires approval signatures from their Adviser, the department being asked to accept the course for credit, and the Office of Academic Advising. The student may then register for the online or blended course at the offering institution.

Billing

For full time WFU students, online courses taken during the fall and spring terms will be considered part of the student's full time course load and their standard tuition fee for the Academic Year will cover it. For students enrolled on a part-time basis during the fall and spring term, the cost of an online course will be the standard part-time, per credit hour rate.

During the Summer 2017 term, WFU students taking online or blended courses offered by WFU will be charged the WFU Summer School hourly tuition rate. Tuition for Summer 2017 courses will be \$900 per credit hour.

Financial Aid

Wake Forest Student Financial Aid encourages students interested in taking online courses during a term when they are not physically on campus and/or not taking a full load to set up an appointment with Tom Benza to discuss financial aid eligibility and options.

Issues that affect financial aid availability for online courses taken part time during the summer when students are not on campus include:

- Institutional need-based aid is limited to 8 semesters, fall and spring for 4 years, and can not be used over summer.
- To be eligible for federal financial aid (Pell Grant, Supplemental Educational Opportunity Grant, Federal Perkins and Stafford loans), a student must be enrolled at least half time (6 hours) in a degree seeking program.

If a student is enrolled less than half time (6 hours or fewer), the student can

- pay in full
- borrow through [private educational loans](#)
- or [setup a monthly payment plan through the university's FACTS](#) plan in fall and spring,

but this option is NOT available in summer.

Refund policy

The refund schedule for WFU students taking online courses during the 2017 Summer and 2017-2018 Academic Year will follow the University's already established refund policy and schedule.