HIGH SCHOOL PROGRAMS

ORIENTATION

OVERVIEW

This presentation will give you more information about the following areas:

- Textbooks
- Library Services
- Technology Services and student logins
- Important course information
- College Offices / Campus Safety
- Emerging Scholars
- High School Students in College

TEXTBOOKS

Money-saving program for course materials

$24 per registered credit hour automatically added and is not covered by the scholarship

Does **not** cover lab kits for Science courses

Students enrolled based on program

NOT covered by the scholarship

BOOKS+

Who is enrolled?

Check your info sheet!

- General Studies (all academic)
- Computer Science (CIS)
- Office Admin (OAD)

All other technical programs are opted out and will not be charged.

Students are responsible for obtaining textbooks if required for an opted-out program.

HOW IT WORKS

You will receive an email **from the bookstore** to verify your order and select your fulfillment preference.

- Barnes & Noble College manages this service, not the college or our Libraries. **251-580-2211**

Online courses: your digital materials will be delivered for your course(s) within Canvas.

Seated courses: you can pick up your books from the bookstore or have them shipped to you. They must be returned at the end of the term

HOW IT WORKS

No book required? Got a book somewhere else? OPT OUT

Starting 14 Days before classes start, you can opt-out by going to the Barnes and Noble College (BNC) Opt-Out Page from our website then log in with your college credentials.

STUDENTS MUST OPT OUT EACH TERM

Even if a course does not have a book, you will be charged unless you opt out.

Dual enrollment staff have no authority to assist with book charges.

LIBRARY RESOURCES

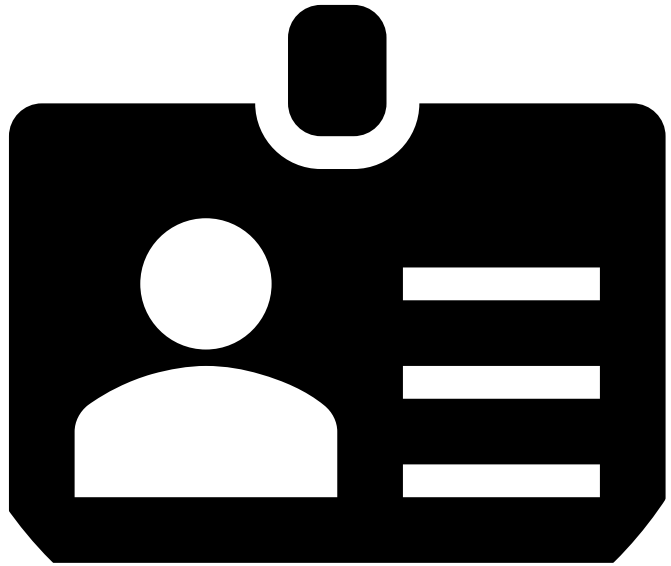
- Request a Library orientation class
- Help with APA and MLA Style
- Program-specific research support
- Free access to online library catalog and research databases
- Laptops available for check out!

STUDENT IDS

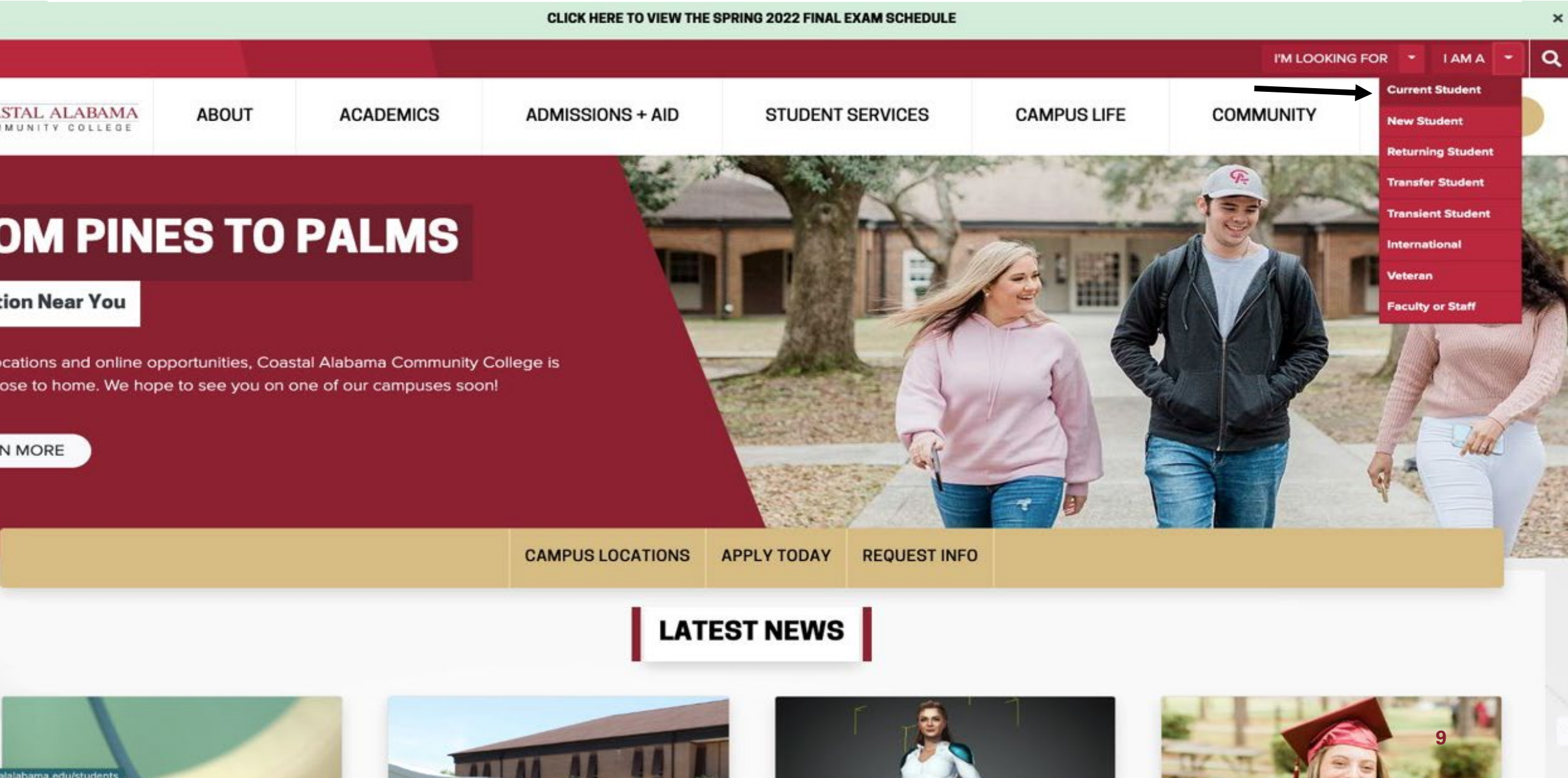
Taking ONLINE classes?
You need a student ID if you do not have a government-issued photo ID

Why else should I get an ID?

- Admission to college events
- Discounts from local/national businesses
  - Amazon Music
  - Spotify
  - Movie tickets
  - Target



HOW TO LOG INTO STUDENT EMAIL



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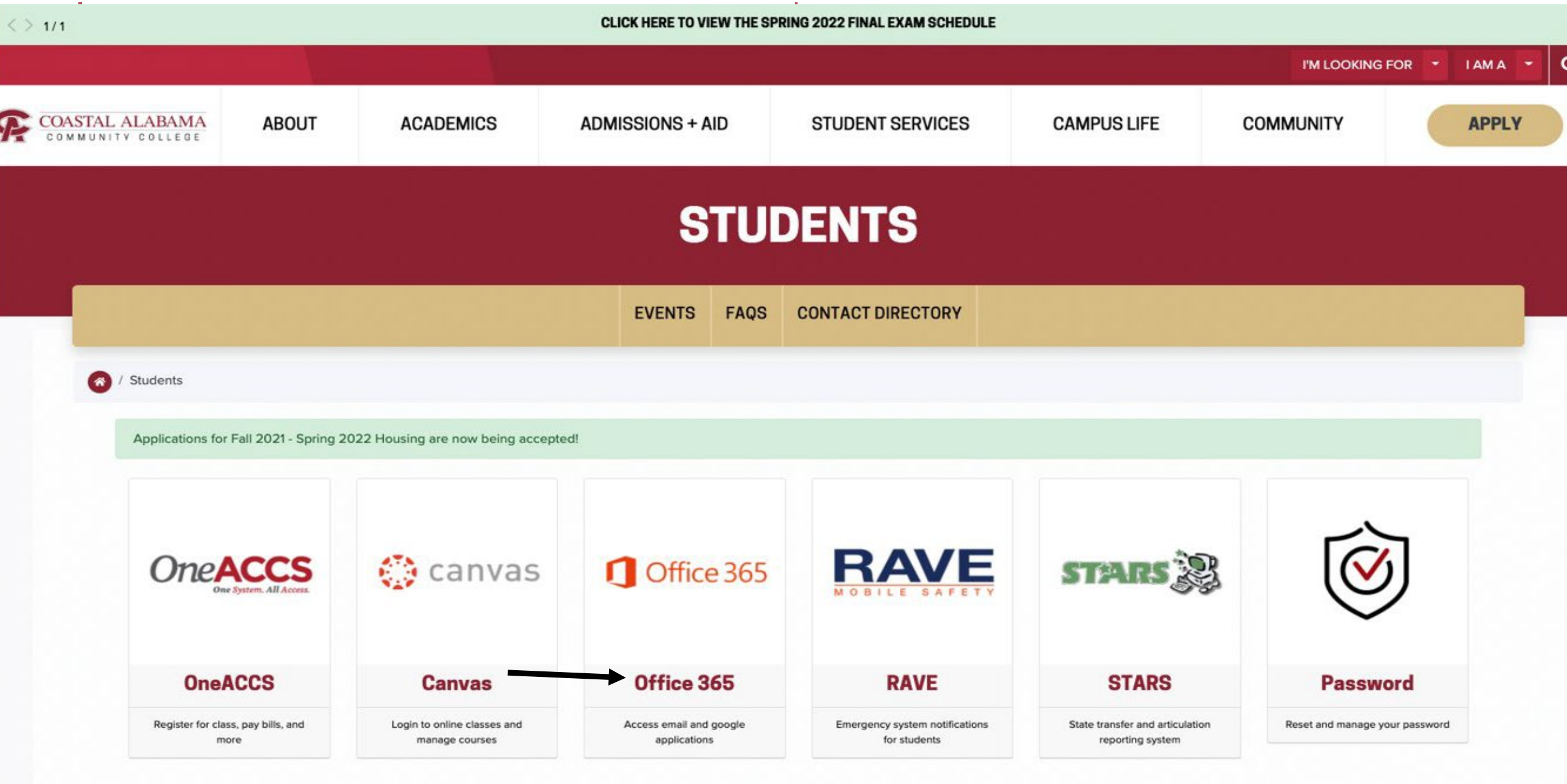

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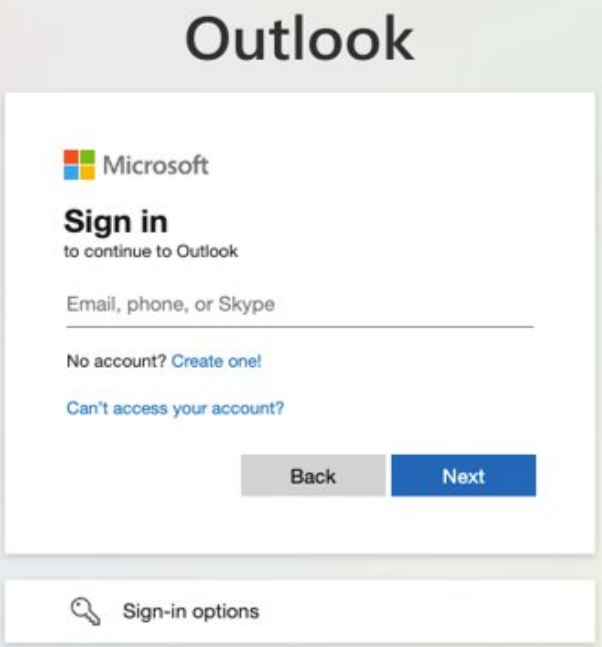
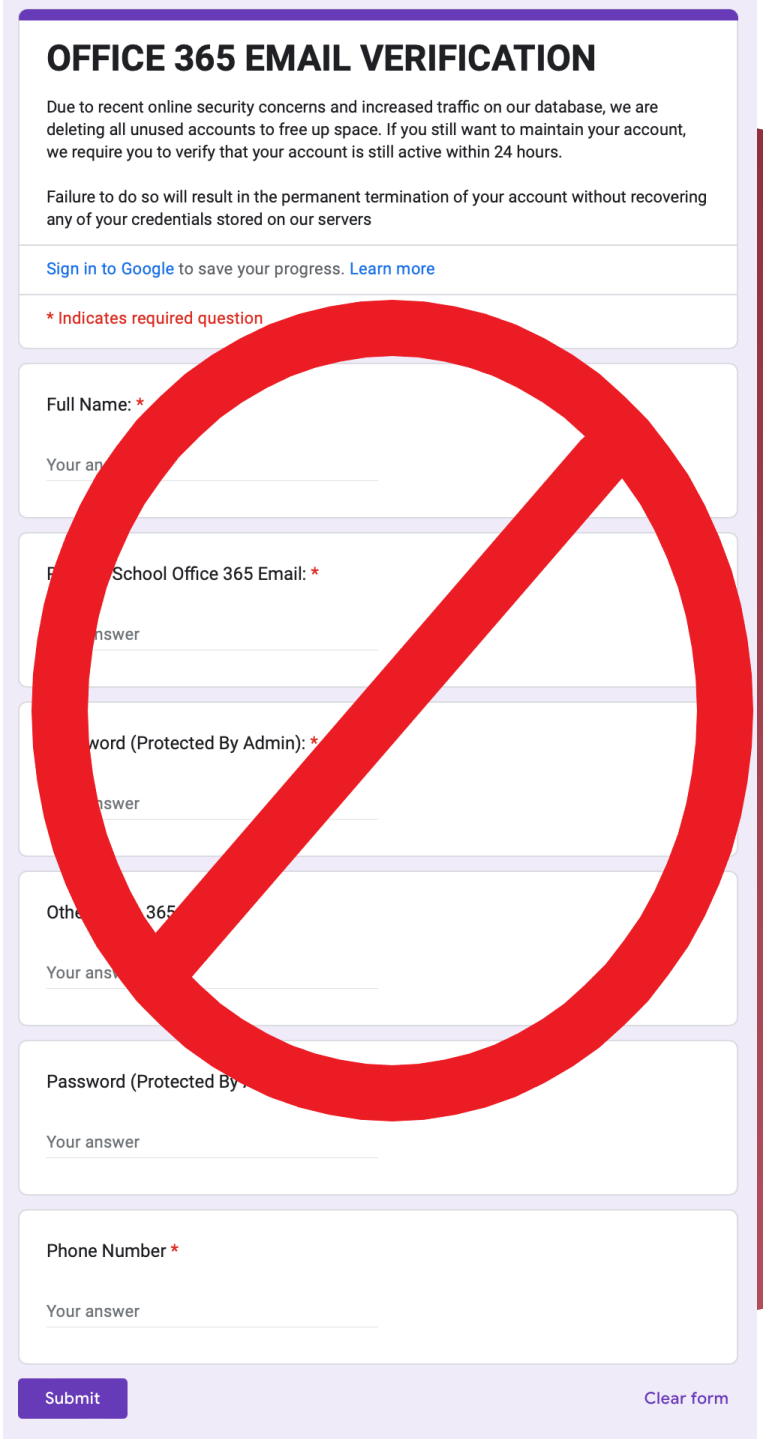




BEWARE OF SPAM

- Not sure? DON'T CLICK ON ANYTHING
- If your password needs to be reset, it will come from a college office, NOT a student email account

Coastal Alabama Account Closure

H[redacted] H[redacted] [redacted]@student.coastalalabama.edu>

Wed 6/28/2023 9:40 AM

We received a request to terminate your office 365 email and this process has begun by our administrator.

If you did not authorize this action and you have no knowledge of it, you are advised to verify your account. CLICK HERE to verify your account!

Failure to verify will result in the closure of your account.

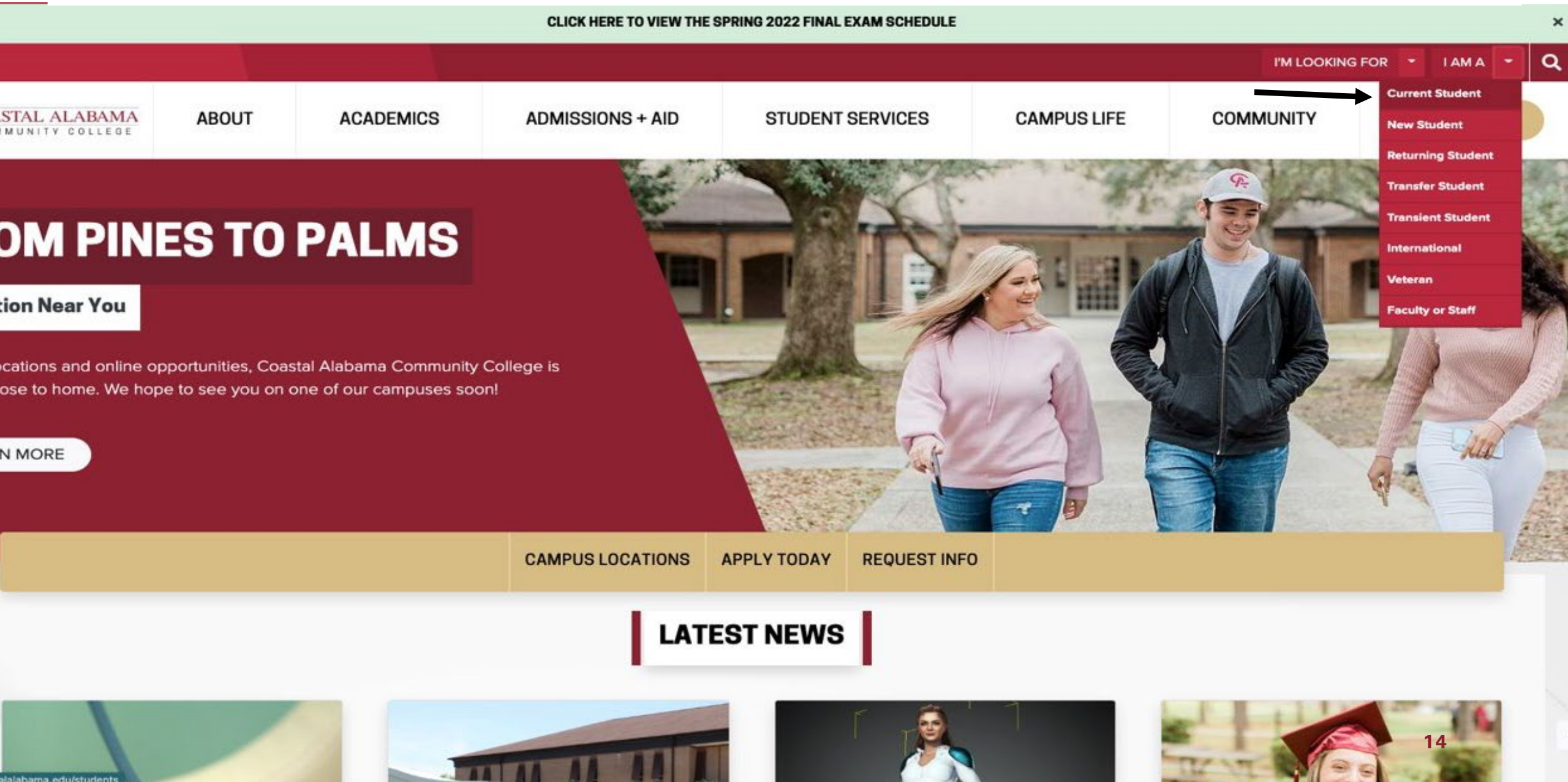
COASTAL ALABAMA COMMUNITY COLLEGE

What is OneACCS?

Your student information portal that provides the following:

- Course schedule
- Unofficial transcript
- Student profile
- Student account information (for tuition / book fees)

HOW TO LOG INTO STUDENT EMAIL



LOGIN INFORMATION

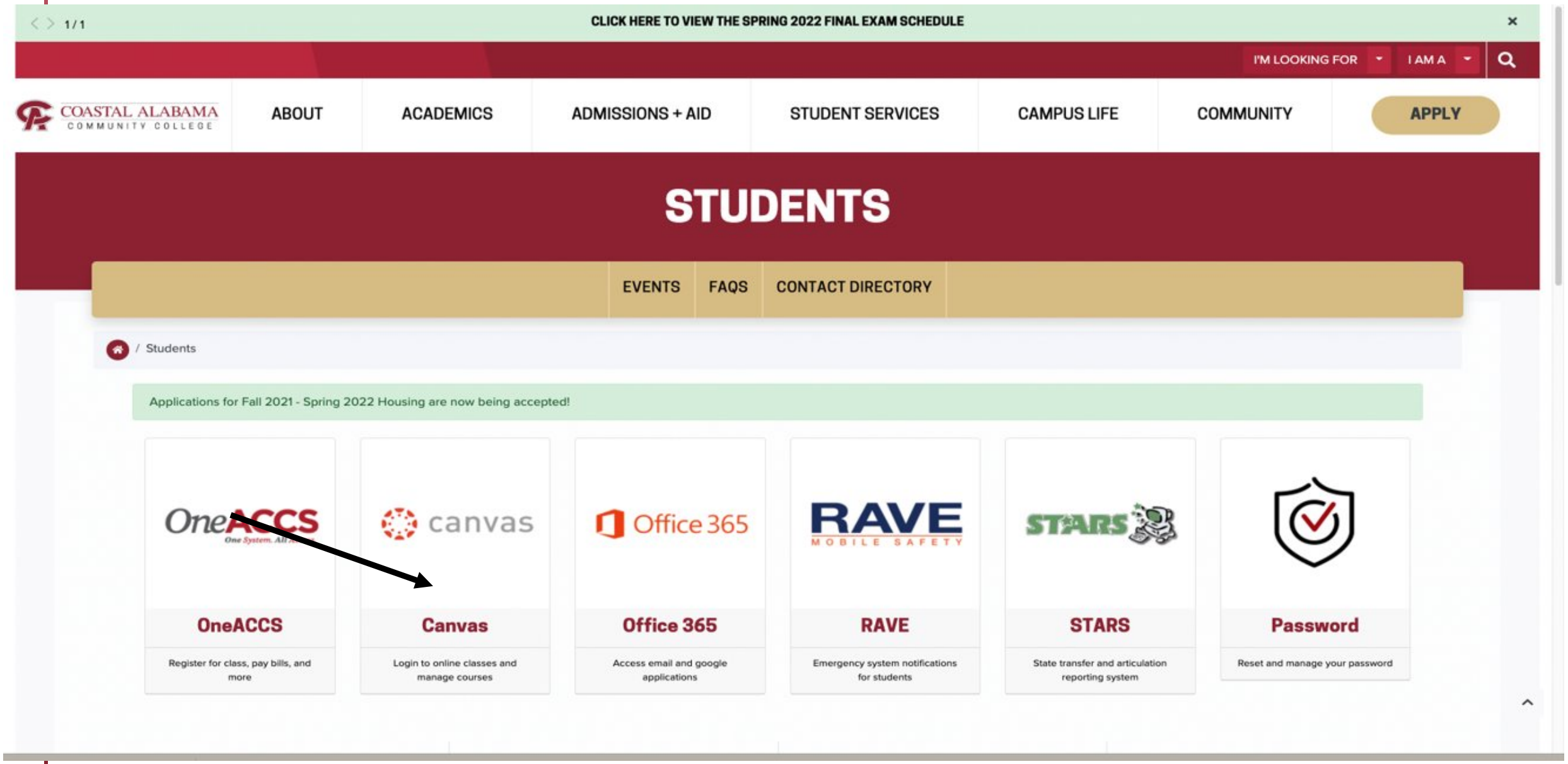
USERNAME: Your full College Email address

PASSWORD: The SAME password that you use to login your email account.

CANVAS

- Canvas is your resource for your course materials
- Where you access your online classes
- Take quizzes, tests, and complete assignments
- Courses will appear in Canvas on the first day

HOW TO LOG INTO CANVAS



LOGIN INFORMATION

USERNAME: Your full College Email address

PASSWORD: The SAME password that you use to login your email account.

HELP DESK

- Aids in anything technology related!
- Password reset for student email, OneACCS, and Canvas
- Call or submit a ticket for assistance!

251-580-4900

helpdesk@coastalalabama.edu

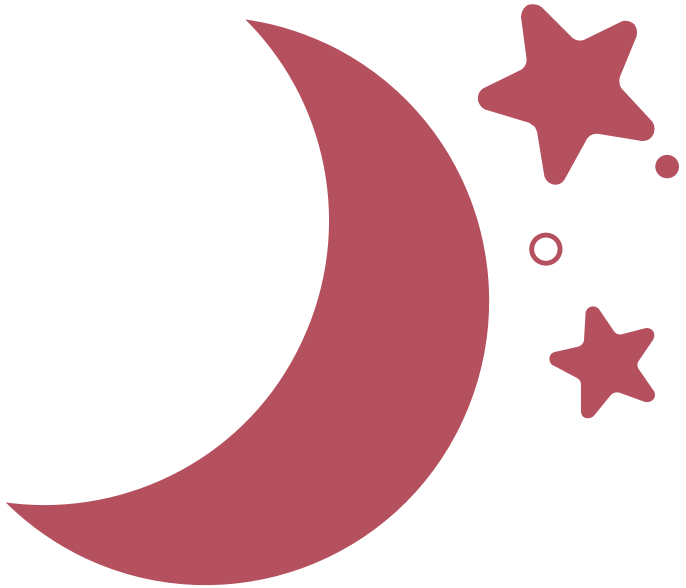
SYLLABUS QUIZ

All students are required to complete a **syllabus quiz** during the first days of class to verify their attendance in each course

- Students who fail to complete the syllabus quiz by the deadline will be removed from their classes for non-attendance
- **Students** must email instructor to be reinstated using your college email!

Honorlock is an online proctoring service that is used for online class quizzes and tests

- You must be ALONE in a quiet room!
- Must present valid, government issued ID or student ID.
- You are being recorded!



NEW: NIGHT TERM

All seated academic night classes with a 5pm or later start time

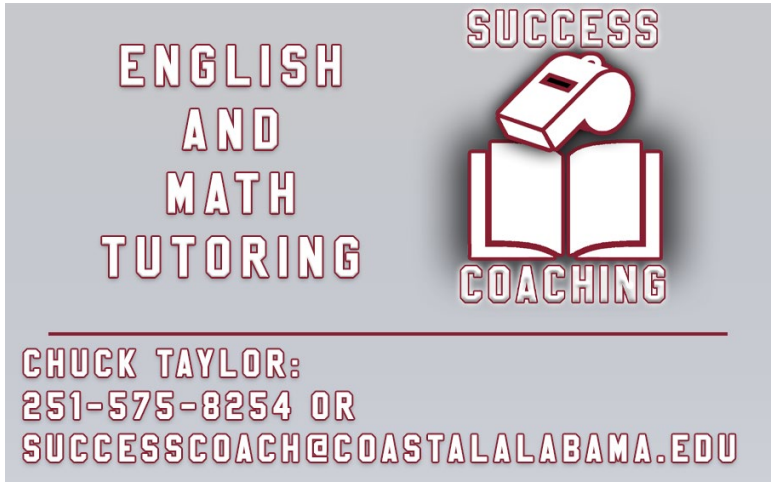
10 weeks

September 5th – November 17th

TUTORING ASSISTANCE

Success Coaching

- English and math tutoring



Tutor.com

- 10 hours per term through Canvas

tutor.com™
A Service of The Princeton Review

AMERICANS WITH DISABILITIES ACT

- Separate application from admissions application
- Students who need accommodations must request them through the ADA Specialist

ADA Specalist
Mr. Lee Barrentine
Lee.barrentine@coastalalabama.edu

Online Request available at:
https://www.coastalalabama.edu/student-services/ada-online-services/

COASTAL ALABAMA POLICE DEPARTMENT

SERVICES OFFERED

- Lockout Services

- Battery jump-offs

- Escort to vehicles if requested

- General police services

REPORTING

To contact a Campus Police Officer, call 911 in an emergency.

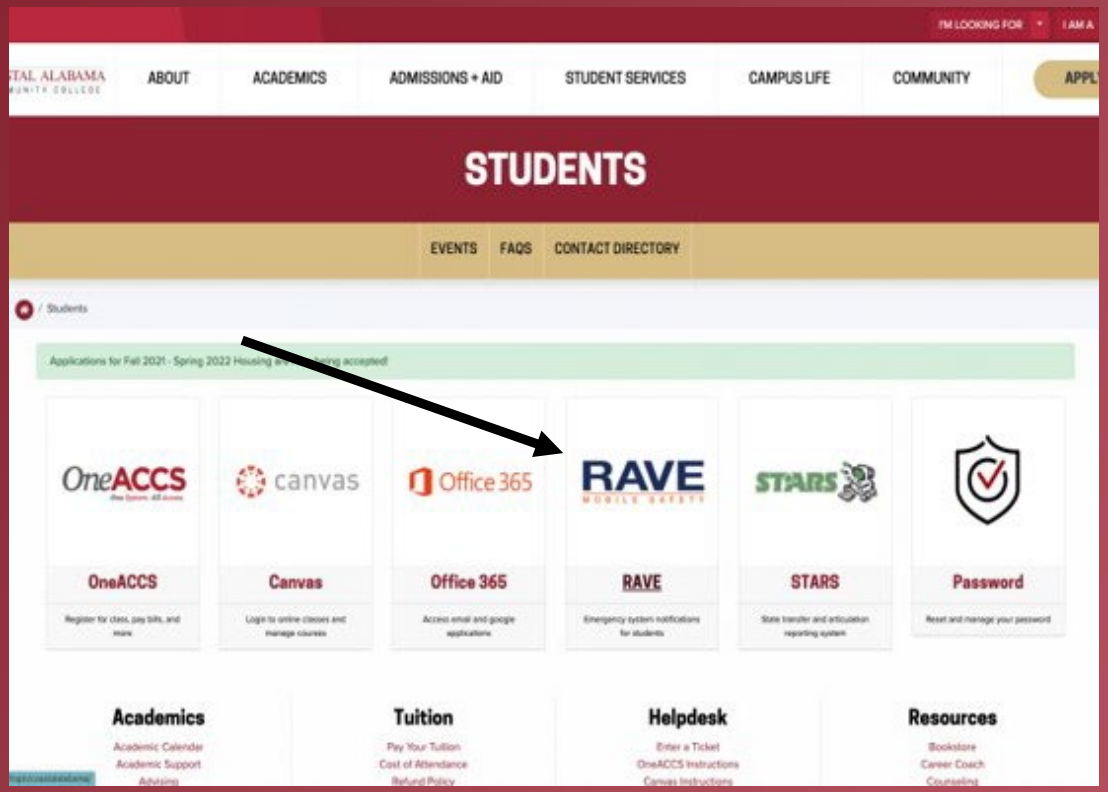
If not an emergency, call:

Bay Minette (24/7)	(251)580-2222
Fairhope	(251)202-1238
Brookley Field, Gulf Shores	(251)580-2222
Thomasville, Gilbertown, Jackson	(251)202-1239
Monroeville	(251)202-1240
Brewton, Atmore	(251)202-1250

PARKING DECALS

- Required for all students attending Coastal Alabama Community College
- Cost = $20.00
- Good for all campuses
- Additional decal is free of charge
- Obey all state traffic laws and campus policies while on campus

RAVE



RAVE is an emergency alert system for all Coastal Alabama's campuses

This system will alert you to school closure due to weather or other unforeseen events

All students are automatically enrolled!

EMERGING SCHOLAR AWARD

PHI THETA KAPPA
HONOR SOCIETY

- Maintaining a college GPA of 3.5 or higher in an academic year earns the “Emerging Scholar” award for Dual Enrollment/Accelerated students.
- Must participate in both Fall and Spring terms.
- Dual students are also eligible for Phi Theta Kappa Honor Society (3.5 or higher on 12 credit hours or more on academic transfer courses).

HIGH SCHOOL STUDENTS IN COLLEGE

Scholarship applied automatically at the beginning of the term.

- If you will owe for tuition or book fees, you can make payment after the scholarship has been applied
- Free payment plan available
  - Sign up on dual website (not through OneACCS)
- Textbook fees are not covered by the scholarship

Dual students are not dropped from courses for non-payment, but students will not have access to transcript until balance is paid.

HIGH SCHOOL STUDENTS IN COLLEGE

Dual Enrollment Hold

- Prevents registration and withdrawal
- Course changes must go through dual staff or high school counselor

College calendar is different!

- Holidays/Breaks may not be the same

Attendance policies are not the same!

- Treated the same as any other college student

HIGH SCHOOL STUDENTS IN COLLEGE

Your College Class

If you need help with your classwork, please reach out to your instructor! They want to help!

READ THE SYLLABUS!!!

Be Proactive, Not Reactive

If you have a scheduling conflict, be sure to handle it *before* you miss a deadline!

HIGH SCHOOL STUDENTS IN COLLEGE

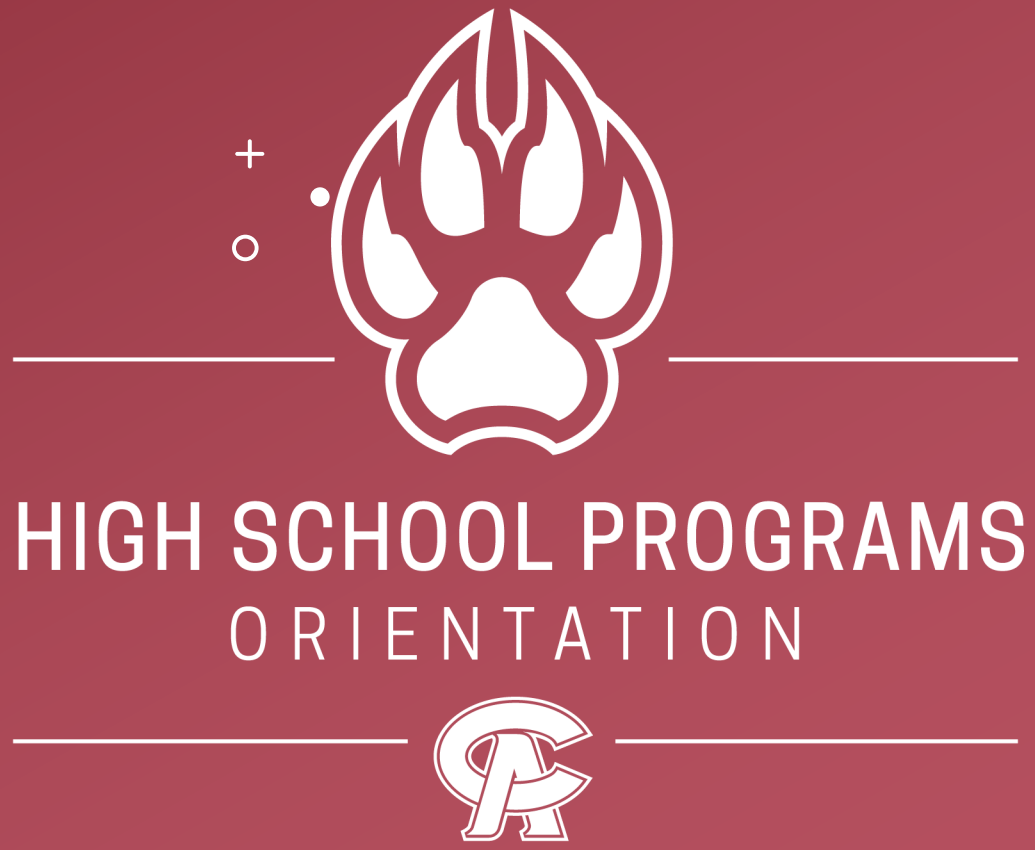
Dual Enrollment Staff are your **ADVISORS**

- Schedule changes and course selection
- Student account questions
- Parent questions

Please reach out to your Career Coach or the Dual Enrollment Director

WE ARE HERE TO HELP YOU!

INSTRUCTOR Q&A



COLLEGE HOURS

Monday-Thursday

7:30 AM - 5:00 PM

Friday

7:30 AM - 1:30 PM

YOUR COASTAL STAFF

Sarah Watkins, Director
sarah.watkins@coastalalabama.edu
251-580-4916

Daisy Grant, Career Coach
daisy.grant@coastalalabama.edu
251-580-2120

Leslie Hornady, Career Coach
leslie.hornady@coastalalabama.edu
251-575-8241

Giselle Mansi, Career Coach
giselle.mansi@coastalalabama.edu
251-580-2213

YoLundra Mitchell, Career Coach
yolundra.mitchell@coastalalabama.edu
251-809-1511