



*Invites you to Begin
Your Bright Future Online*

**“How to Become
a Successful
Online Student”**



Fall Semester

August 31 & October 26, 2009

5:30-6:30 p.m.

Citrus College Lecture Hall 102
1000 W. Foothill Boulevard, Glendora, CA 91741-1899

Online degrees now available in four subject areas:

Administration of Justice, Business, Liberal Arts, Social and
Behavioral Science.

Go to www.citruscollege.edu/de



Distance Education — Online Classes



What Is Distance Education?

Rather than traditional face-to-face instruction, Distance Education (online education) provides an alternative educational opportunity utilizing technology to deliver instruction from instructors to students separated by time and place. Distance Education provides students who have limited availability, are at a distance, or have a physical disability an opportunity to access college level courses.

Online courses provide a flexible and convenient way to take courses. They have the same content as regular classes; they are simply presented in a different manner. For most courses, you are required to take exams and do homework, just like a traditional course, but there is limited or no classroom time. Visit www.citruscollege.edu/de to access the course materials and requirements. Off-campus proctored exams may be arranged at the discretion of the instructor. Some DE courses require exams be taken on campus.

What is A Hybrid Course?

A hybrid course is one that is delivered both traditionally and online. This method of delivery combines face-to-face learning with computer delivered information. Attendance requirements vary with each class. Visit our website at www.citruscollege.edu/de for details on the specific course you wish to take.

Who Should Take an Online Course?

Most students who take a Distance Education course do so for scheduling reasons. Online classes are a great alternative for people who work full time, have children, live a distance from Citrus College or have some other conflict that does not allow them to get to campus on a regular basis. Of course, anyone is welcome to take a Distance Education class.

Students who do well in an online environment are typically self-motivated and organized. They have the ability to follow written directions and schedules and are proactive about contacting their professors.

Online classes require some knowledge of how to use a computer. You should be able to access the Internet and have the ability to:

- Send and receive email;
- Send and receive attachments;
- Participate in chat rooms, message boards and instant messenger systems;
- Read and follow written instructions on a web site.



How Can I Learn More About Distance Education?

- Visit www.citruscollege.edu/de and take the online orientation.
- Select the session you are interested in attending and view what is being offered.

How Do I Get Started?

1. You must be admitted to Citrus College as a student. To apply to Citrus College, go to www.citruscollege.edu/ar
2. Before registration, decide which online courses you are interested in taking. Course listings are available in the class schedule online at www.citruscollege.edu
3. Register online on your appointment day/time at www.citruscollege.edu/ar for the classes you have chosen.
4. Take the online orientation at www.citruscollege.edu/de NOTE: Some instructors have a mandatory orientation requirement that takes place before classes begin.
5. Purchase the materials required for the courses by visiting the campus bookstore or visiting online at www.citruscollege.edu/owlbookshop

What If I Am Having Trouble Or Need More Information?

The first person you should contact in case of difficulties is always your instructor.

If you have additional questions you are always welcome to contact the Distance Education Office at online@citruscollege.edu, or call 626-914-8831 . However, the Distance Education web site at www.citruscollege.edu/de may have your answers.