



Distance Education — Online Classes



What Is Distance Education?

Distance Education (DE) provides students who have schedule, distance or physical limitations an opportunity to access college-level courses online.

Offers Flexibility and Convenience

DE classes have the same content as regular classes; they are simply presented in a different manner. For most courses, students are required to take exams and do homework, just like a traditional course, but there is limited or no classroom time.

Hybrid Courses

A hybrid course is one that is delivered both in the classroom and online. Attendance requirements vary with each class.

Who Should Take an Online Course?

Anyone can take a DE class. Online classes are a great alternative for students who are unable to come to the campus or who, for scheduling reasons, want to combine online and traditional classes.

How Can I Succeed as an Online Student?

A successful online student is:

- Self-motivated
- Organized
- Able to follow written directions and schedules
- Proactive about contacting their instructors

Successful online students are also computer literate and are able to:

- Access the Internet
- Send and receive e-mail
- Send and receive attachments
- Participate in chat rooms, discussion boards, and instant messenger systems
- Read and follow directions on a website

How Can I Learn More About Distance Education?

- Visit www.citruscollege.edu/de and take the DE online orientation.
- Select the session you are interested in attending and view what is being offered.
- Contact the DE office at 626-914-8831

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.wingspan.citruscollege.edu for the classes you have chosen.
4. Activate your student e-mail account at <http://www.citruscollege.edu/tecs/studentemail/Pages/GettingStarted.aspx>. You cannot receive information from instructors without it.

Distance Education
Invites you to Maximize
Your Time . . . Online

www.citruscollege.edu/de



Online degrees are available in several subject areas. Contact the Distance Education Office at (626) 914-8831.

5. Take the online orientation at www.citruscollege.edu/de
NOTE: Some instructors have a mandatory orientation requirement that takes place before classes begin. Go to www.citruscollege.edu/de for a list of mandatory orientations.
6. Purchase the materials required for the courses by visiting the campus bookstore or visiting online at www.citruscollege.edu/owlbookshop
7. On the first day of class go to the class site (most, though not all, are in Blackboard) at the very start of the term. Read the syllabus and other posted course materials, and then get started with the course work. Most professors post assignments that are due during the first week of the term. Do not fall behind.

What If I Am Having Trouble Or Need More Information?

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