

#### **BS in Health Sciences: Surgical Technology**

In an innovative new initiative, the Department of Health Sciences at NAU offers an online degree completion program in Surgical Technology. This allows current or prior students at a regionally accredited community college in a Surgical Technology associates degree program to earn a Bachelor of Science in Health Sciences from NAU. This degree was developed to provide flexible bachelor's degree completion programs designed to meet the individual needs of students in Surgical Technology.

#### **Program Admission Requirements:**

- Must be a current student or graduate from a regionally accredited community college in:
- Surgical Technology

#### **Program Highlights:**

- Flexible online curriculum delivery
- Up to 81 credits may be transferred if program admission requirements have been met
- Advisement and academic services offered at GateWay CC or call 1-(800) 426-8315
- Online access to registration and class schedule
- All NAU classes are offered online

#### **Program Requirements:**

The BS in Health Sciences degrees will require 120 units of coursework:

- At least 35 units of liberal studies requirements
- 81 units of major requirements
- Elective courses, as needed, to reach an overall total of 120 units

#### **BS Health Sciences: Curriculum**

• Required prerequisite: HS 200 (3 hours)



#### Health Science Core Requirements (21 hours)

- SHP 300W Applied Ethics in Health Care
- (junior writing requirement)
- HS 301 Special Topics
- HS 333 Principles of Epidemiology
- HS 410 Organization and Administration of Health Services
- HS 408C\* Fieldwork Experience (capstone requirement)

#### \*Students must graduate from one of the programs and obtain certification/licensure before enrolling in HS 408C.

In addition, students will select 2 courses from those listed below:

- HS 300 Human Diseases
- HS 305W Theories of Health Behavior
- HS 307 Health Promotion: Planning & Evaluation
- HS 471 Health Issues of the Southwest

Associate degree discipline-specific coursework: (60 hours)

#### Liberal Studies: (35 hours)

Students must complete 35 hours of NAU liberal studies, as well as meeting the NAU U.S. Ethnic & Global Diversity requirements.

#### **Electives:**

Students may take any remaining courses needed to reach the 120 hours required for graduation from any academic area, using these courses to pursue your specific interests and goals.





All HS major coursework a "C" or better

#### SCHOOL OF HEALTH PROFESSIONS

Bachelor of Science in Health Sciences Surgical Technology

2007-2008 Undergraduate Catalog

#### **CURRICULUM CHECK SHEET**

NAME			ID NUMBER	EVALUATOR			D.	ATE
			<sup>_</sup>		[			
						i		
I. LIBERAL STU	DIES	(35 Hours)		III. HEALTH S	CIENCES (	CURRICUL	UM	
COURSE PREFIX & NUMBER	HRS	SEM & YR	INST/ GRADE	COURSE PREFIX & NUMB	ER HRS	SEM & YR		ST/ GRADE
Foundations (7 hor	urs m	uinimum) (Fl	NRQ)	<b>Health Science</b>	Core (24 h	ours)		
MAT 114 ** See page 2	3			HS 200	3			
Choose 1 of the following:				SHP 300W	3			
ENG 105	4			HS 301	3			
or, ENG 101 and	6			HS 333	3			
ENG 102 ** See page 2				HS 410	3			
<b>Distribution Requi</b>	ireme	ents (25 hou	rs)	HS 408C	3			
Science (7 hours) (a				Choose 2 of the foll		00, 305W, 307,	471	
(			,		3			
					3			
Aesthetic & Huma	nistic	: Inquiry (6	hours) (AHI)	B. ASSOCIATE OF			CUNOT	OCV
				CURRICULUM EM (up to 60 Hours) (		JURGICAL TE		UGI
		1	<u> </u>	Graduation Date:		Hours U	-	
Cultural Understa	nding	5 (6 hours) (	CU)	Certification/Licensur	e	110015 C		
				Date:				
		1	<u> </u>					
Social and Politica		rlds (6 hour	s) (SPW)	IV. ELECTIVE	ES (If Need	led to Reac	eh 120 h	nours)
	<b>.</b>							
Liberal Studies Ele	otive	(3 hours)					_	
Liberal Studies El							_	
TOTAL HOURS		(35 hours mi	nimum)				_	
		(55 Hours Int					_	
II. DIVERSITY COURS	SE RE	OUIREMENDS						
GLOBAL diversity cou				TRANSFER SUM	MARV			
US ETHNIC diversity co				INSTITUTION		ABBREVI	ATION	HOURS
DEGREE SUMMARY	7							
Total Liberal Studies He								
Total HS Core Hours								
Total AA Emphasis Hours			TOTAL TRANSF	ER HOURS				
Total Elective Hours				*50.1 0				
GRAND TOTAL (120 hours minimum)			*50 hours from NAU are required to graduate with honors. *HS 200 must be a "B" or better.					
		*Must have C or better in major coursework.						
OTHER GRADUATION REQUIREMENTS					•			
	Total Community College Hours (81 max)							
Total NAU Hours (30 h			n)					
Total University Hours								
Total Upper Division Hours (30 hour minimum)								

#### Bachelor of Science in Health Sciences Surgical Technology

2007-2008 Undergraduate Catalogs

#### I. LIBERAL STUDIES (35 hours minimum)

You must complete 35 hours of Liberal Studies credit (foundation studies, distribution requirements, and a liberal studies elective). If you transfer to NAU from an Arizona community college and your transcript certifies that you completed either an Arizona General Education Curriculum (AGEC) or a Transfer General Education Core Curriculum (TGECC), you have satisfied NAU's liberal studies requirements.

### \*\* MAT 114 is not offered online at NAU for out-of-state students. NAU does not offer ENG 101/102 online. Please work with your advisor for options available.

Foundations (7 hours minimum)					
ENG 105 Critical Reading and Writing <u>OR</u> ENG 101 (3 hours) and ENG 102 (3 hours) MAT 114 Quantitative Reasoning					
					**Placement test may be required. Prerequisites may be necessary before student is eligible for MAT 114 or 110.
<b>Distribution Requirements</b> (25 hours minimum)					
Science (At least one course MUST be a Lab Science course)					
Aesthetic and Humanistic Inquiry					
Cultural Understanding	6 Hours				
Social and Political Worlds	6 Hours				
Liberal Studies Elective (any liberal studies course)	3 Hours				

#### **II. DIVERSITY COURSE REQUIREMENTS**

The requirement is for all NAU baccalaureate students who graduate under the provisions of the 2005-2006 NAU Undergraduate Catalog and subsequent catalogs:

- 3 units of coursework that meet the criteria for the US Ethnic Diversity requirement (see list of approved courses)
- 3 units of coursework that meet the criteria for the Global Diversity requirement (see list of approved courses)
- These requirements may be fulfilled in any part of your program of study.

#### III. HEALTH SCIENCES CURRICULUM

A. HEALTH SCIENCES CORE (30 Hours)	
HS 200: Health Principles	3 Hours
SHP 300W: Applied Ethics in Health Care	3 Hours
HS 301: Special Topics in Health Promotion	3 Hours
HS 333: Principles of Epidemiology (HS 300 with a C or higher)	3 Hours
HS 410: Organization and Administration of Health Services	3 Hours
(prerequisite: HS 200 with B or higher, OR HS 300 with a C or higher)	
HS 408C: Fieldwork Experience	3 Hours
Choose two of the following:	
HS 300: Human Diseases (prerequisite or corequisite: HS 200 with B or higher)	3 Hours
HS 305W: Theories of Health Behaviors	
(prerequisite: ENG 105 and HS 200 with B or higher, and HS 300 with a C or higher)	3 Hours
HS 307**: Health Promotion Planning and Evaluation (prerequisite: HS 300 and HS 305W both with C or higher)	
HS 471: Health Issues of the Southwest (prerequisite: HS 200 with B or higher, <u>OR</u> HS 300 with a C or higher)	3 Hours
** HS 306 is a required prerequisite for BS HS Community Health students. For this degree, students are not	
required to take HS 306 and will need advisor override to enroll in HS 307.	

#### B. ASSOCIATE OF APPLIED SCIENCE: CURRICULUM EMPHASIS (up to 60 Hours)

(C or better required in all courses)

#### IV. NAU ELECTIVES TO TOTAL 120 HOURS

## **BS IN HEALTH SCIENCES CORE CLASS DESCRIPTIONS:**

#### HS 200 HEALTH PRINCIPLES (3)

Physical, mental, and social health as it relates to the individual.

#### HS 301 SPECIAL TOPICS IN HEALTH PROMOTION (1-3)

Studies selected health promotion-related issues that are of current interest in community and school health May be repeated for credit with different content for up to 9 hours.

#### HS 333 PRINCIPLES OF EPIDEMIOLOGY (3)

Concepts and methods for analyzing the spread and control of disease: trends in solving community health problems. Prerequisite: HS 200 with a grade greater than or equal to C or HS 300 with a grade greater than or equal to C

#### HS 410 ORGANIZATION & ADMINISTRATION OF HEALTH SERVICES (3)

Studies the organization and administration of health services; roles of international, federal, state, and local health organizations; barriers to health services delivery. Prerequisite: HS 200 with a grade greater than or equal to C or HS 300 with a grade greater than or equal to C

#### HS 408C FIELDWORK EXPERIENCE (1-12)

Supervised fieldwork experience in a professional community health-promotion setting. Requires 45 hours for each credit earned. Pass-fail only. Prerequisite: application for fieldwork approved by the department at least three months before starting the fieldwork. CAP

#### SHP 300W APPLIED ETHICS IN HEALTH CARE (3)

This course examines health care practices from a moral point of view using philosophical argument techniques. Prerequisites: Junior or senior standing, or permission of the instructor. JWRT

#### **CHOOSE 2 FROM THE FOLLOWING:**

#### HS 300 HUMAN DISEASES (3)

Overview of acute and chronic diseases, how these diseases affect the human body, and actions one might take to reduce the risk. Prerequisite: HS 200 with a grade greater than or equal to C

#### HS 305W THEORIES OF HEALTH BEHAVIORS (3)

Study of behavioral change theories and their applications to health-education intervention strategies and practices. This course fulfills NAU's junior-level writing requirement. Prerequisite: HS 200 with a grade greater than or equal to C or HS 300 with a grade greater than or equal to C JWRT

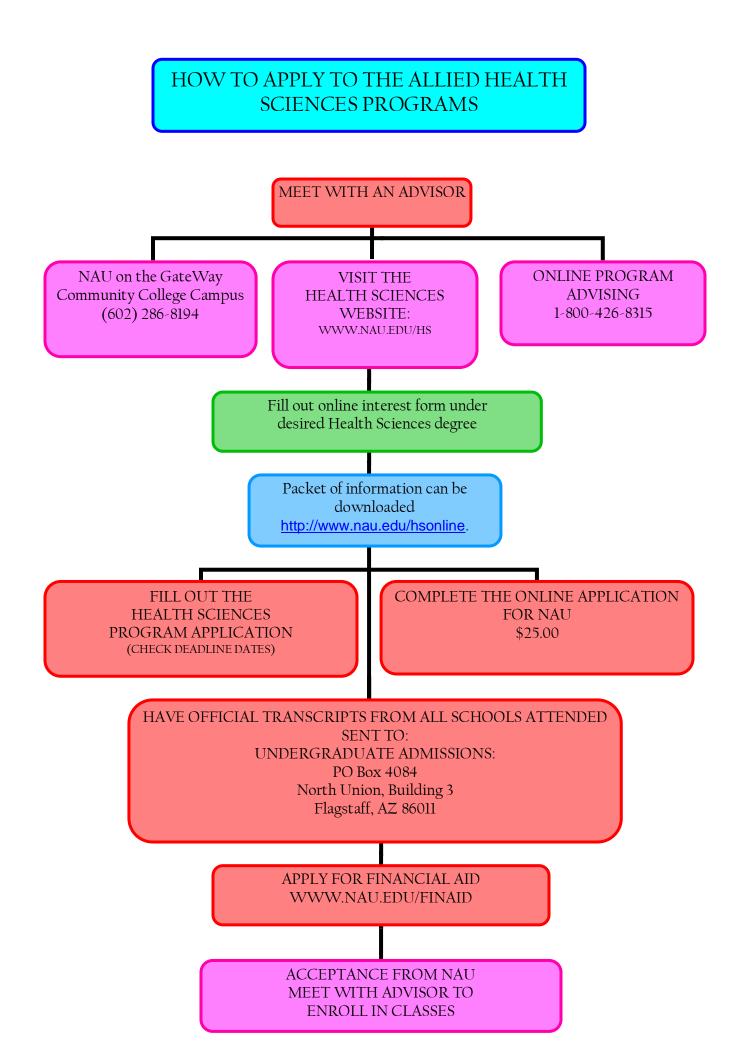
#### HS 307 HEALTH PROMOTION: PLANNING & EVALUATION (3)

Concepts of community health-promotion program planning, design, and evaluation. Prerequisite: HS 200 with a grade greater than or equal to C or HS 300 with a grade greater than or equal to C

#### HS 471 HEALTH ISSUES OF THE SOUTHWEST (3)

Provides an overview of health care issues in the southwestern United States, with a particular focus on primary care and public health services to vulnerable populations. Prerequisite: HS 200 with a grade greater than or equal to C or

HS 300 with a grade greater than or equal to C US ETHNIC REQUIREMENT





#### Distance Learning Bachelor's Degrees in Health Sciences Application for Admission to Program

Name:			
Other Names that may appear on trans	cripts or other official docume	nts:	
E-mail address:			
Phone:			
Address:			
City:	State:	Zip:	

SSN \_\_\_\_\_-

#### List all colleges attended:

Institution	City/State	Dates Attended	Major	Degree/Date Granted

#### Work Experience related to your professional goals and degree:

Type of Work/Occupation	Employer, City/State	Dates Employed

Professional Goals: Why do you want to earn this degree? How will this degree help you attain your professional goals?

#### Which HS degree program do you seek admission to?

BS			RESPIRATC					G
SURGICA	AL TECHN	OLOGY	PARAMEDIC CA	ARE	MEDICAL	ASSISTING	3	
I would like t	o consult wi	th an adviso	r about my options	5				
I have I have initial.)	read the req	uirements fo	or admission to the	selected deg	gree program	n, and I can v	verify my eligibil	ity. (Please
When do you	wish to begir	n taking cour	ses in this program	?				
Sprin	g	_	Summer		Fall			
Year: 20								
How did you	i hear about	t this progra						
Have you vis	ited with a	nyone from	an NAU Statewid	le Office? _	Yes	_No. If yes	, what office and	with whom?
Office Locati	on			Advisor			_	
I certify that t	the informat	ion submitte	d in this applicatio	n is complet	te and corre	ect to the best	of my knowledg	е.
Signature								
Date								

Mail application to: School of Health Professions, DL Program in Health Sciences, NAU Box 15095, Flagstaff, AZ 86011, or fax application to: (928) 523-0148

Northern Arizona University is an Equal Opportunity/Affirmative Action Institution.

<ul> <li>Be certain you are admitted to NAU as a <i>degree-seeking</i> student.</li> <li>Visit <u>www.nau.edu/gradcol/</u> if you are going to be a graduate student. <ul> <li>Students seeking a certification only may be eligible to receive aid. Please e-mail Joi.Grace@nau.edu or call 602.493.2729 to check if your certification program is eligible to be funded.</li> <li>Visit <u>www.nau.edu/uadmissions</u> if you are going to be an undergraduate student.</li> </ul> </li> </ul>
Obtain a PIN number at <u>www.pin.ed.gov</u> , if you have not already received one from the federal processor. This will allow you to:
<ul> <li>Access, complete and electronically sign your Free Application for Federal Student Aid (FAFSA) or Renewal FAFSA</li> </ul>
<ul> <li>View the status and results of your processed FAFSA and make corrections to your Student Aid Report (SAR).</li> </ul>
You should never give your PIN to anyone. Be sure to keep your PIN in a safe place.
<ul> <li>Submit a completed <u>FAFSA</u> (Free Application for Federal Student Aid) online at <u>www.fafsa.ed.gov</u> using information from the requested income tax returns (<i>preferably by February 14</i>).</li> <li>Students wishing to receive aid for fall 2007, spring 2008 and summer 2008 will need to complete a 2007-2008 FAFSA.</li> </ul>
<ul> <li>Print and complete a FAFSA on the Web Worksheet at: <u>www.fafsa.ed.gov</u> (under <i>Before Beginning a FAFSA</i>).</li> <li>This makes it much easier to complete your FAFSA on the web.</li> </ul>
Obtain access to "LOUIE" (NAU's <i>Lumberjack Online University Information Environment</i> ) at <u>www.nau.edu/louie</u> so that you can check your financial aid, award and disbursement status online. LOUIE "Tip Sheet" <u>http://www4.nau.edu/finaid/misc/LOUIETipSheet.htm</u> .
Check LOUIE or contact the Office of Student Financial Aid (Phoenix - 602.493.2729) to make sure your file is complete and verified, and to avoid delays in getting your financial aid funds.
<ul> <li>Once your file is complete it will go through a verification process. You may be required to submit further documentation before your financial aid can be awarded.</li> </ul>
<ul> <li>Delays in this process could result in your financial aid not being disburse by the payment deadline &amp; thereby placing you in the Tuition Payment Plan and being charged the \$50 non-refundable payment plan service fee.</li> </ul>
<ul> <li>Complete your Financial Aid Certification Statement on your LOUIE account.</li> <li>This statement allows you as the student to authorize your aid to disburse to your account and pay any</li> </ul>
<ul> <li>charges outside of tuition and fees.</li> <li>Follow the path: Student Home Page (Learner Services) &gt; Finances &gt; View My Financial Aid &gt; Update</li> </ul>
Certification Statement Complete Loan Entrance Counseling at <u>www.dl.ed.gov</u> if you are a first-time loan borrower to NAU. If you would like a copy of the " <i>Entrance Counseling Guide for Borrowers</i> " to retain for your records, please contact our office and we will mail one to you.
 Joi Grace $\diamond$ Program Coordinator $\diamond$ NAU Phoenix Office of Student Financial Aid $\diamond$ 18401 N. 32nd St. Bldg. M-East, 2nd Floor $\diamond$ Phoenix $\diamond$ AZ $\diamond$ 85032 $\diamond$ Email: Joi.Grace@nau.edu $\diamond$ phone: 602.493.2729 $\diamond$ fax: 602.493.2730 NAU Flagstaff Office of Student Financial Aid $\diamond$ PO Box 4108, Flagstaff,

AZ, 86011-4108 Email: Financial.Aid@nau.edu phone: 928.523.4951 fax: 928.523.1551

#### Electronic Master Promissory Note (EMPN)

- TO ACCEPT the entire amount of your loan(s): Read and sign your Electronic Master Promissory Note (E-MPN). Go to <u>www.dlenote.ed.gov/</u> to access and sign your EMPN. You will need your Federal PIN
- TO DECLINE or REDUCE your loan(s): Access LOUIE at www.nau.edu/louie
  - Follow the path: Learner Services > Finances > View My Financial Aid
  - Click on the 2008 Aid Year
  - To DECLINE, check the decline box for your DL Subsidized/Unsubsidized Loan(s)
  - To REDUCE, click on Administrative Requests and choose Request Type: Change Request. Type in the amount to which you would like to reduce your subsidized or unsubsidized loan(s). Be sure to be specific about the exact amount(s) you would like to have awarded per semester. |
     OR

- Email <u>Loans@nau.edu</u> or <u>Joi.Grace@nau.edu</u>. Please be sure to provide your name, NAU ID#, and phone # and the amount to which you would like your loans reduced.

#### Obtain and use your NAU e-mail account.

- Visit <u>http://www4.nau.edu/achd/</u> and click on E-mail under Frequently Asked Questions/Self Help Guides to set up your e-mail account.
- If you have a main e-mail account such as yahoo, msn, aol, etc..., that you would rather use, you should always forward your NAU e-mails to that account so you do not miss any important messages from our office. We do not send junk mail. To forward e-mails, go to: <u>http://www.nau.edu/its/emailmanager/</u>. Click on manage email account. Log in then click "Set Forward On Email".
- If you have questions regarding your 'e-mail account', please contact the Academic Computing Help Desk <u>help@dana.ucc.nau.edu</u> or by calling 1.888.520.7215.

# Register for *all* of the hours you indicated on the FAFSA...if you are unsure how many hours that is, please contact 602.493.2729 or email <u>Joi.Grace@nau.edu</u>. Remember, you can register online via LOUIE!

- Graduate students 5 hours = part time, 9 hours = full time.
- Undergraduate students 6 hours = part time, 12 hours = full time.

**IMPORTANT!** If you indicated on your FAFSA that you will be full-time then you either must register as a full-time student or contact 602.493.2729 or <u>Joi.Grace@nau.edu</u> to have your class load and financial aid adjusted accordingly. If you are awarded as a full time student and only register as a part time student, **your financial aid will not disburse**. You will then be placed on the Tuition Payment Plan and charged the non-refundable \$50 payment plan service fee.

# Sign up for Direct Deposit on LOUIE at <u>www.nau.edu/louie</u>. Choose the "direct deposit" link on the Learner Services page. You will need your savings or checking account number, and the routing number for your United States bank or credit union.

If you do not have Direct Deposit, your financial aid refund will be mailed in the form of a check to your 'Refund' address (on LOUIE). Checks are not available for in-person pick-up.

If you have been awarded financial aid or a scholarship, check LOUIE (follow path: Home > SA Self Service > Personal Portfolio > Tasks > To Do List) to ensure your aid will pay your tuition and fees. If you have questions email <u>Joi.Grace@nau.edu</u> or call 602.493.2729.

\*\*\* IMPORTANT\*\*\* If you have financial aid but it has not disbursed by the financial aid disbursement date and your balance is more than \$500, you will be placed on the <u>Tuition Payment Plan</u> and charged the \$50 non-refundable payment plan service fee. In addition, if you have financial aid but it doesn't cover your entire balance (leaving a \$500 balance) you will be placed on the Tuition Payment Plan and charged the \$50 fee. If you owe less than \$500 you will not be charged a late payment fee but balances that go unpaid will eventually incur additional charges.

#### Be prepared to pay your fees by the due date listed on your bill.

- If your 'awarded financial aid' will not cover all of your fees, you **MUST** pay the difference by the due date.
- This can be done online at <a href="http://www4.nau.edu/bursar/credit.htm">http://www4.nau.edu/bursar/credit.htm</a> or by calling 1-800-426-8315 x1122 with your credit card number. Check out the Bursar's Office 'Payment Deadlines and Methods' web site <a href="http://www4.nau.edu/bursar/paymeth.htm">http://www4.nau.edu/bursar/credit.htm</a> or by calling 1-800-426-8315 x1122 with your credit card number. Check out the Bursar's Office 'Payment Deadlines and Methods' web site <a href="http://www4.nau.edu/bursar/paymeth.htm">http://www4.nau.edu/bursar/s</a> Office 'Payment Deadlines and Methods' web site <a href="http://www4.nau.edu/bursar/paymeth.htm">http://www4.nau.edu/bursar/paymeth.htm</a> for further information.

Keep your 'Refund' and 'Preferred' addresses current via LOUIE www.nau.edu/louie

• Log in and select "Addresses" from the Personal Portfolio link.

# Statewide Financial Aid June 2007 Update





Students who are interested in fall 2007, spring 2008 and summer 2008 financial aid should complete a 2007-2008 FAFSA as soon as possible. Visit <u>www.fafsa.ed.gov</u> with your Federal PIN.

**REMINDER**: Graduate students should **ALWAYS** indicate on the FAFSA that they will be half-time *unless they know for sure* that they will absolutely be taking 9 credit hours. If a graduate student indicates on the FAFSA that s/he will be full-time and then only registers for 6 hours, her/his aid will not disburse because they are not registered in enough hours. This results in classes being dropped for non-payment, petitions, and late payment/registration fees.

#### DEFERMENTS

Remember that in-school deferments are processed by the Office of the Registrar. Visit <u>www.nau.edu/registrar</u> and click Transcripts/Verification.



That loan amounts for the 2007-2008 Academic Year are rising. Freshmen are eligible for \$3500 per year, sophomores \$4500 per year, juniors and seniors \$5500 per year and graduate students can take up to \$20,500 OR up to their cost of attendance whichever is less. Remember, these are LOANS and must be paid back. If an undergraduate student were to attend school for 4 years and take the full loan amounts each year, s/he would owe \$19,000 at graduation. If a graduate student were to take their full loan amounts for 2 years, they would owe \$41,000. As most of our students are Distance Learning I HIGHLY encourage them to take only what they need for tuition, fees and books. For more information on loan repayment, please contact me and I'd be happy to send out some booklets.

Thank you!



#### 8 Steps To A Successful Semester Online

1. You need an Internet connection. If you do not have an Internet connection, or you do not know how to obtain an Internet connection, you can contact NAU's Academic Computing Help Desk, toll free at 1-888-520-7215 or e-mail them for assistance at help@dana.ucc.nau.edu. When connecting to the Internet you may choose to dial into your local modem pool number so that you do not incur long distance telephone charges. The local modem pool numbers are listed at http://www.tel.nau.edu/network/remacces.html. You may also use a computer at one of the Statewide computer labs; a directory of the labs can be found at <a href="http://www.distance.nau.edu/Locations/lablist.aspx">http://www.distance.nau.edu/Locations/lablist.aspx</a>.

2. Web course instructors generally contact their students by sending messages to their Dana student e-mail account, or VISTA e-mail account for students taking web classes delivered using Vista. It is important that you frequently check for e-mail messages from your instructor, as they will often provide <u>pertinent information</u> <u>about your course</u>. VISTA e-mail messages can be accessed after logging into Vista at <u>http://www.webct.nau.edu</u>. Dana e-mail can be accessed at <u>http://webmail.nau.edu</u>/.

3. To access your web course online, go to the NAU Distance Learning homepage:

http://www.distance.nau.edu and click on "Access My Web Class" on the far right. Be sure the proper semester appears in the drop down menu, and then click on your course number shown in red. If your course does not appear in red, or if the line appears to be broken, please contact your instructor directly or call the Academic Computing Help Desk at 928-523-9294 or 888-520-7215. If your course is delivered using Vista, you will see the VISTA icon next to the course title. In this case, you can access Vista directly at <a href="http://webct.nau.edu">http://webct.nau.edu</a>, and create a bookmark for this page. Web courses will only be listed on Distance Learning Web Pages for a limited length of time, so it is important to create a bookmark.

4. Many web courses require a login and password. If your web course is being delivered using Vista, you will use your Dana account username and password to login. Courses not delivered using Vista may have login and passwords that are set by the instructor. You will need to contact the instructor directly for this information or wait for an e-mail from your instructor for further direction. Some courses may require an access code the first time you log into the course. If your class requires an access code, please contact your instructor for information.

5. Textbooks for distance students in one of the BS in HS Degrees in Allied Health may purchase books at the GateWay Community College bookstore (including all online students) or can be ordered online at <u>www.nau.edu/bookstore</u> or at the following toll free number: 928-523-4041. Questions about this textbook service can be directed to Textbooks@nau.edu. On-campus students taking web classes can purchase their textbooks at the NAU bookstore.

6. Students who would like to familiarize themselves with the format of an online course or practice online skills can take the TIPS course (Technology Information and Proficiency Skills), accessible to all students after logging in to VISTA. Another great resource is http://www.distance.nau.edu/start/takingwebclass.aspx

7. Many online courses utilize the NAU Cline Library as an important resource for class projects and assignments. The library is accessible at: http://www.nau.edu/library. You may call them for assistance toll free at 1-800-247-3380 or locally at 928-523-6805.

8. Additional resources for more information about or assistance with web courses can be found on the Academic Computing Help Desk home page at http://dana.ucc.nau.edu/help.

Please Note: If you have never taken a Vista class before, you may not be able to log on to Vista until your instructor uploads the roster for your course (you will receive an invalid login error). Some instructors will not do this until the first day of the semester, or even later. If you are able to log in to Vista but do not see your course listed, this is also because your instructor has not yet uploaded the roster. Please contact your instructor in such cases.

If you experience difficulty accessing your web course, please contact your instructor directly or call the Academic Computing Help Desk at (888) 520-7215. NAU Worldwide Campus and Distributed Learning Services want you to be a successful web student and have positive distance learning experiences. If after reading this letter you continue to have questions about your web course, please feel free to contact the Distributed Learning Service Center at (800) 426-8315 or (928) 523-4212.

Congratulations and good luck!

Northern Arizona University (home Page) <u>www.nau.edu</u> Online Application Information <u>http://www4.nau.edu/uadmissions/Profiles/apply.htm</u> Registration information <u>http://www.distance.nau.edu/</u> NAU Statewide Services <u>http://www.distance.nau.edu/guide/</u>

#### REGIONALLY ACCREDITED COMMUNITY COLLEGE ALLIED HEALTH PROGRAMS AND NORTHERN ARIZONA UNIVERSITY BACHELOR OF SCIENCE IN HEALTH SCIENCES: ON LINE ALLIED HEALTH DEGREES

