

SUBJECT
Distance Learning Procedure

Learner Pathways Policy #A-29

PROCEDURES

1. A student may substitute Distance Learning courses for required courses, subject to the following:
 - a) If a student wishes to take a required course(s) through Distance Learning, he/she must declare those wishes by the “Last Date to Add Courses” as identified in the [Academic Calendar](#).
Applicable fees will apply, see [Ancillary Fees: Alternate Access Fee \(per course\)](#).
 - b) If a student wishes to take a required course(s) through Distance Learning after the dates identified in the [Academic Calendar](#), that student will be charged a transfer fee, in particular, for Correspondence Courses.
2. If a full-time student who does not have a full course load wishes to take a course(s) through Distance Learning during the semester, he/she will be able to do so at no additional cost to their regular full-time tuition fee. The end date for this process is the “Last Date to Add Courses” as identified in the [Academic Calendar](#).
3. If a student wishes to take a Distance Learning course (Correspondence or Ontario Learn) in addition to their full-time course load, appropriate course fees will be charged.

Academic Calendar available at www.mynorthern.ca/academic-calendar

Ancillary Fees available at www.northern.on.ca/noncompulsory-ancillaryfees/

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