

## **ACADEMIC PROCEDURE #A-29 PR-3**

## **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 <u>Academic Calendar</u>, 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 <a href="https://www.mynorthern.ca/academic-calendar">www.mynorthern.ca/academic-calendar</a>
Ancillary Fees available at <a href="https://www.northernc.on.ca/noncompulsory-ancillaryfees/">www.northernc.on.ca/noncompulsory-ancillaryfees/</a>

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