Welcome to your Distance Learning course through ELI!

Critical Course Deadlines

* These critical course deadlines are common to all ELI courses. Consult your instructor’s syllabus for required assignment deadlines to avoid penalties.

- **Start Date:** Begin your course (some courses have weekly assignment deadlines; check your syllabus).
- **Last Refund Date:** This is the last date on which you may drop this course and receive a tuition refund. Use NovaConnect Online to complete the process.
- **First Assignment Due Date:** You must submit at least one assignment by this date to avoid being administratively deleted without refund. (See Getting Started below.)
- **Last Withdrawal Date without F:** This is the last date on which you can withdraw yourself without grade penalty. Use NovaConnect online to complete the process. You will receive a grade of W. Withdrawal after this date will result in a grade of F, except under documented mitigating circumstances.
- **End Date:** You should complete all assignments and examinations by this date.

Getting Started

- **Is this your first online course?** Go to the ELI website, http://eli.nvcc.edu to complete the ELI Orientation modules and to register for an online orientation webinar.

- **How to Log in to Blackboard**

  1. Use your web browser to connect to http://www.nvcc.edu/bbstart. Follow the directions to determine your email and Blackboard user names and passwords.
  2. Access your email account and make sure you know how to use it; you will be required to use this account for all course-related email.
  3. Log on to Blackboard at https://nvcc.my.vccs.edu/. You will be able to access the class on the start date.
  4. Click on ENG 111 - College Compositn I under “My Courses” and begin your course.

- **Textbooks:** Textbooks may be ordered online at http://eli.nvcc.edu/books, by fax, mail, or in-person at the Alexandria Bookstore ONLY. Textbook information is in your syllabus or at http://eli.nvcc.edu/books.

- **Please Note:** This document confirms your registration in the ELI course listed above but is not an acknowledgement of tuition payment nor does it guarantee you a space in the course if you are dropped for nonpayment. If you have any questions about your payment status, please check http://www.nvcc.edu/novaconnect.

- **If You Need Help:** Call the ELI Hotline at (703) 323-3347 or (888) 4DL-NVCC (888-435-6822). ELI representatives can provide technical assistance 24/7, and full student support services are provided Monday through Thursday 8 AM to 9 PM and Friday 8 AM to 5 PM.