

THINGS TO KNOW ABOUT DUAL ENROLLMENT

Congratulations on being a dual enrollment student at Moraine Valley Community College. Since this is likely your first college experience, there may be some things that are unfamiliar to you. We'd like to point out a few to make your transition to Moraine Valley as easy as possible.

WHAT IS A SYLLABUS?

This is a document each of your instructors will give you. It explains basic info about the class, assignments, grading policy and classroom rules, and provides the instructor's contact information. You are expected to keep track of assignment and project due dates, as well as when the course's quizzes and tests will be given. There is a greater level of individual responsibility in college, and it starts with your syllabus.

WHAT ARE OFFICE HOURS?

These are scheduled times when your instructor is available to meet with you about your class and assignments. All instructors have office hours, and they should be listed in the class syllabus.

WHAT IS MVCONNECT?

MVConnect is Moraine Valley's student portal, which contains important information, so you should check it regularly. You can log in with your username and a password which you create. If you have trouble accessing MVConnect, you can contact the IT Help Desk for assistance at **(708) 608-4357**.

WHERE CAN I FIND MY CLASS SCHEDULE?

Log in to MVConnect; click on "Students." On the Self-Service Menu, click "Students," click on "Academic Profile" on the drop-down list, then click on "My Class Schedule."

WHERE IS THE BOOKSTORE?

The college's Bookstore is located in Building D, Room D144.

WHAT IS THE DIFFERENCE BETWEEN DROPPING A CLASS AND WITHDRAWING FROM A CLASS?

If you drop a class by the official drop deadline, you will get all or part of your tuition back, and the course won't show on your transcript. If you withdraw from a class after the drop deadline, you won't get your money back, and the course will show on your transcript as a withdrawal. If you are planning to drop a class for any reason, please see an academic advisor first as there can be serious consequences for doing so.

Academic Advising Center, Building S, Room S201

These are just a few of the most commonly asked questions by Dual Enrollment students. We are happy to help you with any concerns you have. Stop by the Student Success Center in Building G, Room G250, or call **(708) 974-5277**.

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