# Student Support Services in Online Courses

Whether on campus or online, you have access to the robust support services that are available to all UE students.

# **Registration & Advising**

Course offerings in a distance format are noted through the Student Planning section of the course catalog. Current UE students can search and view all course offerings for a given semester and the mode of course delivery through this course schedule tool. If you have not yet enrolled at the University, contact the Office of the Registrar or the Center for Adult Education to receive information on online course offerings. Whether taking courses online or on campus, you have an assigned advisor to help guide you to the path toward graduation. Tutorials and how-to guides on the student planning tool are available on the Registrar's website to assist those that are off-campus.

# Self-Service

As a student in online course, you can access the Self-Service portal, billing statements, account activity and make online payments. Staff is available via email, phone and in person.

#### **Library Services**

Many of the UE library resources are remotely accessible, 24/7 through the <u>library website</u>. Currently, the University's collection consists of approximately 170,000 ebooks and 22,000 unique e-journals that you can access instantly. If you need help with your research, contact the library to request an online research consultation with a librarian (using Skype). Visit the library's website to access resources off <u>campus</u>. Prior to accessing resources off campus, you must have a library barcode which can be obtained by visiting the library or contact the information desk (812)-488-2482.

#### Academic Support

The <u>Center for Academic Advising</u> offers free academic support service and resources. <u>The Writing</u> <u>Center</u> offers online writing resources and writing help.

# **Career Development**

Any student at UE has full access to the services and resources provided by the Center for Career Development. Visit the Center's comprehensive <u>website</u> for information on career development fundamentals such as resumes, cover letters, interviewing, networking and job searching. Even when you are taking courses at a distance you can contact the Center for Career Development to set up a Skype, phone, or email appointment.

# **Counseling and Health Education Office**

The <u>Counseling and Health Education Office</u> provides online resources regarding alcohol, tobacco, domestic violence, mental health. <u>ULifeline</u> provides free, anonymous, online resources for mental and personal wellness. Disability Services works with any students in need of accommodations whether in a campus or online course.

# Office of Technology Services

Access the <u>OTS website</u> for help in resolving any technology related difficulties in your online courses, either through the online guides and resources or by contacting the Help Desk.

# AceAnswers

Students in online courses can express concerns by following the procedures found in the Student Handbook and through <u>AceAnswers</u>, an online system that is available to all students. Your concerns are channeled to the appropriate institutional vice president and will be resolved cooperatively with the appropriate department.