Reminders

♦ There is no need to fill out the online course enrollment form. If you are registered and have no financial or health holds the Datatel system will automatically enroll you into eCollege.

♦ Clear all holds (tuition, health etc.) If you are on any holds you will not be uploaded to your course. (Contact the Registrar’s Office, or Treasurer’s Office for this information)

♦ Check your Web Advisor account for the courses for which you are officially registered.

♦ Check your Felician email account for your logon instructions to eCollege.

♦ Students cannot be added to a fully online course after the first day the course begins. No exceptions

♦ Remember to save all of your work to a word file, once the course is over you will not be able to get back into your eCompanion/Hybrid or eCourse.

♦ Students cannot be added to a hybrid or eCompanion after the drop/add period.

♦ Cohort students contact your Program Coordinator directly for registration issues.

NEED HELP

What is my Felician College email account?
Helpdesk helpdesk@felician.edu or 201-559-6165

What is my eCollege Id & Password?
eCollege Help Desk at helpdesk@felicianonlinecampus.net
877-740-2213

Center for Assessment, Instructional Technology, & Faculty Excellence Center
201-355-1302
munizj@felician.edu

Student Guide to eCourses, Hybrid Courses & eCompanions
**eCourse (Fully Online) Information**
An **eCourse** is a fully online course. Undergraduate eCourses require an on-ground proctored final exam. There is a technology fee for fully online courses.

**Enrolling & Accessing an eCourse**

**First:** Register with your advisor during the advising/registration period.

**Second:** Clear all holds (tuition, health etc.) If you are on any holds you will not be uploaded to your course. (Contact the Registrar’s Office, or Treasurer’s Office for this information)

**Third:** Check your Felician email account for a log on email from the AIF Center containing instructions on how to logon to the online campus. This will be sent one day prior to the course start date.
- Felician email account information or issues contact the Felician College Helpdesk. 201-559-6165 or helpdesk@felician.edu (Do not contact the AIF Center.)
- Already have a eCollege login ID & Password use these to access your new online course.
- eCollege course issues or id/password problems contact Pearson eCollege’s Helpdesk helpdesk@felicianonlinecampus.net or 877-740-2213.

**Fourth:** To logon to your e-course go to www.felicianonlinecampus.net

**Fifth:** You **cannot** enroll in a fully online course after the course start date. **No exceptions**

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**Hybrid Course Information**
A **Hybrid course** is taught both on-ground and online. There is a technology fee for hybrid courses.

**Enrolling & Accessing a Hybrid Course**

**First:** Register with your advisor during the advising/registration period.

**Second:** Clear all holds (tuition, health etc.) If you are on any holds you will not be uploaded to your course. (Contact the Registrar’s Office, or Treasurer’s Office for this information)

**Third:** Check your Felician email account for a log on email from the AIF Center containing instructions on how to logon to the online campus. This will be sent one day prior to the course start date.
- Felician email account information or issues contact the Felician College Helpdesk. 201-559-6165 or helpdesk@felician.edu (Do not contact the AIF Center.)
- Already have a eCollege login ID & Password use these to access your new online course.
- eCollege course issues or id/password problems contact Pearson eCollege’s Helpdesk helpdesk@felicianonlinecampus.net or 877-740-2213.

**Fourth:** To logon to your e-course go to www.felicianonlinecampus.net

**Fifth:** You will **not** be given access to a hybrid course after the drop add period. **No exceptions**

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**eCompanion Information**
An **eCompanion** is a learning aid to an on-ground course but the entire course is taught face to face.

**Enrolling & Accessing eCompanion**

**First:** Register with your advisor during the advising/registration period.

**Second:** Clear all holds (tuition, health etc.) If you are on any holds you will not be uploaded to your course. (Contact the Registrar’s Office, or Treasurer’s Office for this information)

**Third:** Check your Felician email account for a log on email from the AIF Center containing instructions on how to logon to the online campus. This will be sent one day prior to the course start date.
- Felician email account information or issues contact the Felician College Helpdesk. 201-559-6165 or helpdesk@felician.edu (Do not contact the AIF Center.)
- Already have a eCollege login ID & Password use these to access your new online course.
- eCollege course issues or id/password problems contact Pearson eCollege’s Helpdesk helpdesk@felicianonlinecampus.net or 877-740-2213.

**Fourth:** To logon to your e-companion go to www.felicianonlinecampus.net

**Fifth:** You will **not** be given access to an eCompanion after the drop add period.