



MHPC Online Student Learning Agreement

Please consider the following before taking an online, hybrid, web enhanced or web supported course.

1. I have continuous access to a functional, capable computer and internet connection. I have the appropriate software required for my online courses.
2. I have access to a “broadband” or high-speed internet connection. I understand that having dial-up connection may seriously limit my ability to complete an online, or hybrid course. DSL, satellite, and cable are examples of broadband connections.
3. I understand the importance of reporting any technical issues to the course instructor as soon as possible.
4. I take responsibility for any activities I am assigned online. Instructors, at their discretion, may make exceptions due to technical issues. I understand the importance of backing up my work, saving my online work when possible, and copying my work to multiple locations when feasible.
5. I can send and receive emails and handle attachments, via download or upload.
6. I am proficient in the use of a word processing program and have keyboarding experience.
7. I have experience in downloading software or documents; I am comfortable in accessing the Internet and using web browsers.
8. I am capable of downloading and installing the tools necessary to fully access my online classes.
9. I will be given access to Canvas through State Fair Community College. I will be given a user name and password before Fall classes begin.
10. I will not upload any copyrighted or illegal files to Canvas.
11. I will conduct myself appropriately in discussion forums, chats, email, or any other communication settings/tools used in the Canvas Learning System. I understand that inappropriate comments will not be tolerated and may result in expulsion from the course or other disciplinary actions as needed. As a general rule, anything that is not acceptable in the traditional classroom environment is similarly not acceptable in the online environment.
12. I understand that my activity on the Canvas online learning system is automatically logged and that instructors may at any time review my Canvas student activity logs to investigate allegations or suspicions of cheating or other violations of the Online Learning Student Agreement.

By signing this form, I have read and agree to the above terms and conditions for Online Student Learning.

Signature

Date



Acknowledgement of Technology Requirements Form

To the applicant: Review this form to indicate you understand the technology requirements of the OTA Program. Sign and return the form with your OTA application materials by the application deadline.

The Missouri Health Professions Consortium (MHPC) Associate of Applied Science Occupational Therapy Assistant (OTA) Program is a partially distance-based allied health program which utilizes e-technologies to deliver a large portion of course content and as a means of communication with program students, faculty and staff. Through a combination of didactic coursework, classroom/laboratory practice, and clinical fieldwork experiences, students will learn the profession of occupational therapy assistant. Aspects of all of these learning environments will require familiarity with internet-based technologies. In addition to internet-based technologies, distance education technologies will also be readily utilized to convey course content and will primarily be broadcast originating from the MACC campus.

Offers of acceptance to the MHPC OTA Program are made as conditional offers. In addition to the satisfactory completion of general education courses, a satisfactory background check, and a negative alcohol, drug, and/or controlled substance test, applicants are required to acknowledge the integral use of technology in the delivery of this program. Technologies include, but are not limited to: internet, e-mail, Canvas, Zoom, online database searching, web-based lecture capture, internet streaming video review, document scanning, and other e-technologies as assigned as integral components of the MHPC OTA Program. While many of these technologies are accessible through any computer with access to the internet, students may be required to travel to the “home” campus to attain consistent, high-speed access compatible with viewing of content-specific materials. Students are also required to attend lab classes on campus delivered through in person and Zoom format.

Students are NOT required to have a personally owned computer or home-based high-speed internet access as these materials and services are made readily available at all “home” campuses. However, current MHPC OTA students report that personally owned laptop computers and access to high speed internet connections in their homes lead to increased satisfaction and a more convenient and accessible virtual learning environment. Students will require access to a scanner in order to submit documents electronically as required. The free CamScanner app is recommended for smart phones.

I have read and understand the above technology requirements related to the MHPC OTA Program and hereby acknowledge that in order to successfully complete the program I will need to utilize said technologies for communication with program faculty and staff, access to course content, assignment submission, and dialogue with fellow classmates and colleagues in these virtual environments.

Name (Please Print): _____

Signature: _____ Date: _____

Email Address: _____