

# Course Information

---

**Distance Learning Course:** ACA 122.71 College Transfer Success

**Course format:** Internet

**Textbook:** Ellis, David. Becoming a Master Student (Sixteenth Edition). Wadsworth, Cengage Learning, Boston, Mass., 2018 ISBN 978-1-337-09710-9

**Course Prerequisites/ Corequisites:** None

Instructor Information	
Name	Karen Sanders
Office phone number	(336) 322-2190
	Karen.Sanders@piedmontcc.edu
Office location	L132
Office hours	

Types of Required Assignments	Frequency of Assignment
Class Labs	Weekly
Discussion Forums	Weekly
Projects	1 to 2
Tests/Exams	TBD
Quizzes	Weekly
Journal Entries	
Writing Assignments	Weekly
Other	

Course Policies and Requirements	Hours
Average number of hours per week to be successful in a 12 to 16 week course	3 to 5
Average number of hours per week to be successful in a 8 week course	
Number of proctored exams required in this course	0
Number of times a student will need to travel to campus	0

**Additional attendance requirements:** Student must participate in online assignments weekly to be successful in this course. Three consecutive weeks of inactivity will result in withdrawal from course.

**Policy on make-up exams and/or late assignments for this course:** Late assignments will be accepted within 1 week of due date with 10% penalty on grade.

Software/Technical Requirements	
Do assignments require the use of supplements bundled with the text book?	No
Is additional software required?	No

**Additional comments:** This course is designed to help college students achieve the maximum level of success. It is required during the first two semesters of enrollment at Piedmont Community College.