



## Winter Term 2017 Fact Sheet

Registration opens for students	Day students—Nov. 15; CCPS students—Nov. 22
Student access to courses in Moodle	December 11
Courses begin	December 18
Last day to enroll (initial registration) 5:00 PM	December 20
100% refund deadline; 5:00 PM	December 20
Winter term course holidays	December 24, 25, 31, and January 1
University office holidays ( <i>most campus offices will be closed</i> )	December 21-January 1
Last day to withdraw; 5:00 PM	January 5
End of term	January 12
Final grades due; 8:00AM	January 16

- Please contact your advisor and the Financial Aid Office before making a schedule change after the 100% refund deadline.
- It is the responsibility of the student to complete a Drop/Add form for withdrawals. Drop/Add forms must be returned to the Registrar's Office by the dates and times listed above.
- **Moodle** is the Learning Management System (LMS) at Drury. Online and blended students are expected to log into Moodle the first day of class and regularly participate in class via Moodle. Access to online and blended courses is available in Moodle one week prior to the course start date. Students may log into Moodle at [moodle.drury.edu](http://moodle.drury.edu) using their Drury username and password. If you do not have a Drury username and/or password or have difficulty logging into Moodle, please contact the Help Desk at [help@drury.edu](mailto:help@drury.edu) or (417) 873-7300.

It is important to familiarize yourself with Moodle. A student Moodle orientation tutorial is available to familiarize students with tools and features by enabling students to participate in discussions, submit homework and take a practice test. For Moodle troubleshooting, contact Becky Polk at [bpolk@drury.edu](mailto:bpolk@drury.edu) or (417) 873-6906.

- **Business Office**  
Students are required to be paid in full or on a Nelnet payment plan two weeks before the semester begins. However, Drury does not offer a Nelnet payment plan for the winter term alone. If using a spring Nelnet payment plan to pay your winter term balance, please contact the Business Office at [businessoffice@drury.edu](mailto:businessoffice@drury.edu).
- **Financial Aid**  
Financial Aid may be available to students who qualify. Aid eligibility will be determined based on combined winter and spring enrollment. Aid for winter term classes will be disbursed no earlier than 30 days after the beginning of the spring semester. Students should be prepared to pay for winter term classes upon registration. Questions about winter term aid can be directed to [fa@drury.edu](mailto:fa@drury.edu) or (417) 873-7312.
- **Order Textbooks**  
Information on textbooks for CCPS classes and the option to purchase them is available at <http://bookstore.drury.edu/>. Instructions for ordering textbooks with a voucher are listed at [http://bookstore.drury.edu/site\\_customer\\_service.asp](http://bookstore.drury.edu/site_customer_service.asp). If you have not received your books within seven days after ordering, please contact the Drury Bookstore at (417) 873-7316.
- **Online Tutoring via SMARTHINKING**  
Drury students have access to free online tutoring in several subjects through SMARTHINKING.com. For more information, click the SMARTHINKING INFO tab in Moodle.