

DISTANCE STUDIES

General Inquiries

Student Central, Western Student Services Building, Room 1120

Regular Office Hours*

Mon-Tues, Thurs-Fri: 9:00am - 4:00pm

Wednesday: 10:00am - 5:00pm

**Hours are subject to change*

Telephone: 519-661-2100

Fax: 519-850-2590

contact@uwo.ca

register.uwo.ca/applying/distance_studies

Distance Studies occurs when learners are separated from the instructor and classmates, whether across the hall or across the province. Unlike the courses of the past that depended entirely on written communication through the mail, today's distance courses may include multimedia materials and often take advantage of web-based communication technologies. Western's Distance Studies online courses will let you pursue university studies if you cannot attend regular classes. This form of instruction allows you both time and place flexibility to meet your educational objectives.

Format

Each online course is mediated through OWL, now powered by Sakai. OWL is a learning management system that provides a set of tools that are all web based. You use a web browser to view and interact with other students and course material in a manner similar to viewing web pages on the internet. In addition to OWL's learning resources, many courses have a textbook or collection of readings, which have been selected by your instructor, to aid in your learning. Textbooks and collected readings may be purchased at the The Book Store at Western (bookstore.uwo.ca).

Online Courses

OWL is the primary delivery tool for most online courses and is a supplementary resource in others. Online courses give you the same opportunity to learn as on-campus courses, except they are more flexible. Just as you would prepare yourself for an on-campus course, preparing your computer is your responsibility. You will require an Internet connection and are responsible for the cost of arranging the connection. Both dial-up and high-speed Internet connections are supported by OWL. Note: The increasing sophistication of web-based resources means that it may take more time to access OWL over a dial-up connection. Please take this into consideration when choosing your Internet connection. You can also use Internet functions to search library catalogues and other resources around the world. Students who take courses by this method enjoy the stimulation of discussion, the social contact the system provides, and access to worldwide resources. OWL can be found at owl.uwo.ca.

Examination Centres

When registering for Distance Studies courses, students must select an exam centre. Once you have selected the centre, you must write the midterms and/or final examinations at that location.

To change your exam centre contact the Distance Studies office at 519-661-2111 x84879 or email distexam@uwo.ca. Any changes must be made at least three weeks prior to the exam date.

There is a fee to have a make-up exam scheduled off-campus.

Note: The final day to add a half (0.5) or full (1.0) Distance Studies course, for the Summer Term is May 11, 2018. If you encounter difficulty registering, please contact Student Central at 519-661-2100.

Examination Centres*

Barrie (701), Calgary (707), London (Western - 702),
Ottawa (703), Sudbury (704), Toronto (705), and
Vancouver (706)

*These are the only exam centres for Western. For more information, please contact Student Central at 519-661-2100.

Course Information

Information about the general conduct of your course, textbooks, examinations, and submission of assignments is available online at the Distance Studies website: registrar.uwo.ca/applying/distance_studies

For further information regarding fees, adding or dropping course(s), admissions, or any other administrative concerns, contact Student Central at 519-661-2100 or email contact@uwo.ca.

Register Early!

Enrolment in each course is limited. Courses often fill on the first day of course selection. The University is unable to guarantee registration and reserves the right to withdraw course offerings.

If a Course is Cancelled...

The full tuition you paid will be refunded. Students enrolled in a Distance Studies course that has been cancelled will be notified.

REMEMBER

You are responsible for selecting courses that meet your degree and program requirements for graduation.

Distance Studies Courses are Open to:

Distance Studies courses may be taken by students who reside in Canada or by students abroad who are able to attend one of the scheduled examination centres. These students may take a Distance Studies course through Western when they obtain a Letter of Permission from their home university. Contact the Office of the Registrar for more information.

The Book Store at Western

Western University, University Community Centre (lower level)

London, Ontario, N6A 3K7

Telephone: 519-661-3520

Fax: 519-661-3673

bkstor@uwo.ca

bookstore.uwo.ca

Distance Studies Textbooks

Order your course textbooks online or by mail, fax, or phone at the earliest possible date. If you are ordering your texts by mail or fax, send a letter clearly stating your name, address, phone number, student number, course, and the date classes commence, in addition to listing the author and title of each item that you wish to order. Titles not immediately available will be sent to you as soon as stock arrives.

All course texts can be looked up on the Book Store at Western website (bookstore.uwo.ca).

Technology Requirements

The protection of all home computers that have access to the Western University network is the responsibility of the individual accessing the network. Information Technology Services recommends that you take precautions to protect your computer and electronic identity. It is imperative that you regularly update your anti-virus protection and your operating system. For more information please see security.uwo.ca.

For details on the *minimum* hardware and software requirements for online courses, see webct.uwo.ca/checkMyBrowser.html.

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