As an International Student can I take online courses?
Yes. But requirements vary between graduate and undergraduate students. Currently, every semester, graduate students have to take at least 6 credit hours and undergraduates have to take at least 9 credit hours of on-campus courses. The rest of the courses may be taken online. Please check with the Office of International Student Services at https://oiss.iusb.edu for eligibility and up-to-date information.

If I am a Student with a Disability, can I take an online course?
Yes. Contact the Office of Disability Support Services at (574) 520-4832 or visit the Administration Building (AI 113) or https://www.iusb.edu/disability-support

Can I use on-campus resources?
Yes. You may use on-campus resources such as the library, computer labs, writing center, tutorial services, etc.

How can I get help?
- For technical and course management system support (Oncourse and Canvas), contact the IU South Bend Support Center at (574) 520-5555 or email helpdesk@iusb.edu or through online chat at http://IITHelpLive.iu.edu
- Get Oncourse CL training materials from https://oncourse.iu.edu/portal/help
- Get Canvas training materials at https://kb.iu.edu/d/bcll
- You can also contact the Online/Distance Education office by emailing DEiusb@iusb.edu

Contact Information

Email: DEiusb@iusb.edu
Website: online.iusb.edu or distance.iusb.edu

Center for Distance Education
Indiana University South Bend
1700 Mishawaka Avenue
South Bend, Indiana 46634-7111

Dr. Marianne Castano Bishop
Director, Center for Distance Education
Indiana University South Bend
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Prepared by the Center for Distance Education
Advisory Board
Student Support Subcommittee
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Frequently Asked Questions

WHAT IS AN ONLINE COURSE?

IU South Bend offers online (or distance education) undergraduate and graduate courses.

Online All 100%: A course that is designed to be delivered entirely through an online course management system (such as Oncourse or Canvas). It allows the student to complete scheduled course requirements at their own pace and from any location.

Online Interactive 76–99%: A course that has a few on-campus class meetings (often for labs and exams), but 76 percent or more of the instructional content is designed to be delivered online.

Hybrid 26–75%: A course that combines classroom instruction with online instruction. In a hybrid class, 26 percent to 75 percent of the instruction is designed to be delivered in an online format.

WHY SHOULD I TAKE AN ONLINE COURSE?

It provides the flexibility and convenience to complete your academic program wherever you have access to a computer with high speed internet.

HOW CAN I TELL IF I AM READY TO TAKE AN ONLINE COURSE?

Find out by taking the Student Readiness Survey at https://online.iusb.edu/for-students/readiness-survey.php

You should be self-motivated and must have:
- good computer literacy
- good time management
- ability to organize and work independently

If you are not a self-motivated learner then online courses may be more difficult than on-campus courses.

DO I HAVE TO BE FORMALLY ADMITTED PRIOR TO TAKING A COURSE?

You have to be formally admitted to IU South Bend as either a degree-seeking or non-degree seeking student. Admission information can be found at https://www.iusb.edu/admissions/explore/index.php

WHEN ARE ONLINE COURSES OFFERED?

Online courses are offered every semester, similar to on-campus courses, and have the same registration and withdrawal deadlines.

HOW DO I FIND ONLINE COURSES?

The instructions for searching a course can be found at https://online.iusb.edu/online-courses.php

CAN I COMPLETE ALL THE COURSES REQUIRED FOR MY DEGREE ONLINE?

Depends on degree. Go to https://online.iusb.edu/degrees.php for more information. However, you may take a combination of online and on-campus courses toward a regular degree program.

IS TUITION THE SAME AS A FACE-TO-FACE COURSE?

Currently, it is. But there are additional fees for online and hybrid courses. Visit https://www.iusb.edu/bursar/tuition_and_fee_rates/

HOW DO I REGISTER FOR AN ONLINE COURSE?

Registering via onestart.iu.edu visit https://registrar.iusb.edu/docs/howtoregister.pdf

HOW CAN I GET ADVISING HELP?

Visit https://www.iusb.edu/orientation/register.php

HOW DO I DROP AN ONLINE COURSE?

The same procedures apply as a face-to-face course.

AM I ELIGIBLE FOR FINANCIAL AID IF I TAKE AN ONLINE COURSE?

For financial aid purposes regular courses and online courses are treated the same. Contact the Financial Aid Office at (574) 520-4357 or visit https://www.iusb.edu/orientation/register.php

HOW DO ONLINE COURSES SHOW ON MY TRANSCRIPT?

Same as on-campus courses.

WHO TEACHES AN ONLINE COURSE?

Online courses are taught by IU South Bend faculty who also teach face-to-face courses.

WHAT DO I NEED TO TAKE AN ONLINE COURSE?

You have to:
- be a self-motivated learner and be able to work independently
- have a computer that can play videos for lectures
- have high speed internet connection

You may have to install additional software on your computer based on the course requirements.

WHAT ARE ONLINE COURSE REQUIREMENTS?

For online interactive courses you may have to:
- attend the first day of class
- take exams on campus

For hybrid/blended online courses, you may have to come to campus on certain days during the semester as well as do online activities.

For all types of online courses, you have to:
- meet the required course prerequisites
- purchase the required textbook
- Be able to manage your time successfully
- know how to use course management systems (Oncourse CL and Canvas) to contact the instructor, check assignments, submit assignments by due date, read announcements, read and send messages, download lecture materials, forward messages to your email, and interact with your instructor and classmates using forums, wikis, chats, etc.
- know how to contact the instructor via email
- keep track of and submit assignments by the due dates and times
- watch lectures (videos, podcasts, etc.) regularly