Electronic Communications/Electronic Signatures

To ensure that the student who registers in a distance or correspondence education course or program is the same student who participates in and completes the course or program and receives the credit, the college requires use of its official email systems. The official system for students relies on the issuance of a student identification number to all students when they are admitted to the college. Students then follow guidelines posted on the college website to create logins and passwords. No other student may be permitted to access the email system using the created logins and passwords, and students may not allow access under their individual logins and passwords.

Students and faculty communicating with each other about any course-related questions or when sending or receiving assignments must do so using college-approved email systems or through an approved college platform, such as Aviso or Rams Online. (Procedure 7.08.02)

All personnel and students must use official college communication systems when electronically communicating about college classes, activities, services, and business.