

FREQUENTLY ASKED QUESTIONS

ADMISSIONS

- **APPLICATION STATUS:** *How do I find out the status of my application?*
 - For questions relating to the status of your application, please log into e-Campus. Instructions for logging into e-Campus for the first time were sent in a Power Point attachment in your acceptance email from the Admissions Office. Students must register for e-Campus before they can see the link the accept admission. You can find more information regarding e-Campus in the FAQ Technology section.
- **MISSING TRANSCRIPT(S):** *What should I do if my transfer credit report is missing credits from an institution where I took courses?*
 - You MUST request that an official transcript be sent to URI from all previous institutions attended. If you have already requested an official transcript to be sent to the University, it may be held up in the mail. Check your “to do” list in e-Campus for missing documentation. You can email a copy of the front and back of your transcript to onlinenursingadmission@uri.edu for review.
- **READMISSION:** *I have taken courses previously at URI; am I considered a readmit? Is there a different application process for URI Readmits?*
 - If you attended the University of Rhode Island as a degree seeking student in the past, you must apply for readmission. This includes any student who has attended URI at any point in their college career as a matriculated student. Admission requirements into the online RN to BS program are the same for readmits with the exception of the online application form.
 - Readmits are required to submit a Readmission form (found at http://web.uri.edu/enrollment/files/Undergraduate_Application_For_Readmission.pdf). Please specify you are applying for readmission into the accelerated online program. All materials must be mailed to:
Office of Student Affairs
College of Nursing White Hall, 235
39 Butterfield Road
Kingston, RI 02881
 - Applications may also be emailed to RNBSOnline@etal.uri.edu. For questions, please contact the College of Nursing Student Affairs Office at 401-874-5303.
- **POSTPONING START DATE:** *I was accepted into the program but I need to defer my start date, what should I do?*
 - If you need to defer your start date, please email onlinenursingadmission@uri.edu. Please put “Deferral Request” in the subject line of the email. In the body of the email please include your full name, student ID, and new term, i.e. spring session 2. If you are planning to postpone your start date you MUST complete this form **PRIOR to registering for classes**. Students can request a deferral of up to 3 terms after their initial application term.

ENROLLMENT SERVICES

Important Billing, Financial Aid & Records and Registration information can be found at the following link to the Enrollment Services page of the URI website:

<http://web.uri.edu/enrollment/online-programs/>

- **DATES AND DEADLINES:**
 - Information on specific dates and deadlines (start of classes, last day to be refunded, last day to drop, etc.) can be found here <http://web.uri.edu/enrollment/academic-calendars/>.
- **REGISTERING FOR CLASSES:** *I was accepted into the program but cannot register for courses OR I was accepted into the program and cannot figure out how to register for courses.*
 - When you log onto e-Campus, on the right hand side there is a box entitled “To Do’s”. If you have not accepted your admission, it will be listed here as a “to do”. When you received your acceptance email from Admissions, there was a Power Point attached with directions on how to accept your admission.
 - To enroll in classes, log into e-Campus. On your Self Service Student Center on the main page click on ENROLL on the left hand side. To search for classes, click on the green search bar under “Find Classes – Class Search”. Make sure you change the course career to UNDERGRAD ONLINE. Continue to follow the steps to place a course(s) in your shopping cart and proceed with all steps until you finally click on “Finish Enrolling”. For step-by-step instructions, please click on this link: <http://web.uri.edu/enrollment/registration-help/>. If you are still having trouble, please contact Enrollment Services at (401) 874-9500.
 - To find out when you can register for courses each session please visit the Academic Calendar page at: <http://web.uri.edu/enrollment/academic-calendars/>. Make sure you are viewing the calendar for the accelerated online program.
- **BILLING:** *Who do I contact about questions regarding my bill? How do I pay for my tuition? Are there any consequences for nonpayment?*
 - To view your bill, log into your e-Campus account. Click URI Student Financials and then click View My Account Summary.
 - To pay your bill, log into e-Campus account. Click URI Student Financials and then click Online Programs Tuition Payment.
 - **Your bill MUST be paid in full prior to the start of each session.** Due to the accelerated nature of fully online programs, the RN to BS program is not payment plan eligible. It is important to note that failure to pay your bill prior to the start of classes may result in your course(s) being dropped for no-payment. Please refer to the RN to BS calendar for and important list of dates and deadlines: http://online.uri.edu/rn-to-bs_calendar.aspx
 - If you are unable to access the tuition payment screen in e-Campus and/or get a message “you are not authorized to view this page” it may be one of the two reasons:
 1. Browser setting is not accepting cookies or running JavaScript.
 2. You are using a smartphone or tablet that does not support this page.To resolve the browser issue: log out, clear cache (history and cookies), make sure your browser is accepting cookies and can run JavaScript.
 - For questions relating to your bill, please call Enrollment Services at (401) 874-9500 or email esmail@etal.uri.edu.

- **FINANCIAL AID: Who do I contact about questions relating to financial aid? What do I need to know about my Financial Aid? What are my next steps?**

- Did you pay your application fee?
- Did you register as a new user on e-Campus?
- Log into URI email system and follow the instructions to register for your URI email account (NOTE: URI uses this email to send all important notifications).
- Does URI have your Social Security number in their system? Social security information is required to match your FAFSA with your student record at URI.

NOTE: In order to receive Federal Student Loans, you must be enrolled for at least 6 credits. Please register for at least 3 credits during Session 1 and 3 credits during Session 2 in order to carry a total of 6 credits. This enrollment will maintain your eligibility for student loans and deferment of previously borrowed student loans.

- Do you plan on applying for financial aid to help you with cost of attendance? If yes, have you filed a FAFSA for the current aid year and when? Note: If you have previously applied for the current academic year, please release the information to URI Code #003414
- Did you get selected for verification, if yes:
- IRS data retrieval, if eligible and complete all requested documents that are listed on your “to do” list.
- Pell Grant recipients need only enrolled for 3 credits to be considered for Pell Grant, however, based on your EFC from the FAFSA you may not be eligible.
- Log into e-Campus and check your "to do lists" on the student service center and submit all required documents as soon as possible.

NOTE: Unless you are a newly admitted student, you will be required to submit documentation prior to an award.

- Once the award is posted you will be notified via email. After receiving the notification that an award notification via your URI email account, be sure to view your awards and accept any loans you wish to borrow.
 - Once you have accepted your loans, be sure you have an active MPN and Entrance Counseling completed with www.studentloans.gov. NOTE: if you have already done Entrance Counseling while in attendance at another college of university, you are required to release the Entrance Counseling to URI.
 - Do you know when the disbursements dates are for your financial aid? If not, check e-Campus. If you are less than 6 credits in the 1st session of the semester, you will not receive any disbursements until you have started the 2nd session in the semester. All aid will sit on your bill as an anticipated payment until disbursement can be made.
- **THERE ARE HOLDS ON MYACCOUNT: Who should I contact if there is a hold on my account and what the hold is for?**
 - When you log onto e-Campus, on the right hand side there is a box entitled “Holds”. If you have a hold on your account, it will list what the hold is for. You can click on the “hold” to view information on how to resolve the hold.

- **SKIP A SESSION:** *If I want to skip a session or two, do I need to contact anyone?*
 - Yes! Even if you want to skip ONE session, you must fill out a Leave of Absence (LOA) form. Here is the link to fill out a LOA: http://web.uri.edu/enrollment/files/Leave_of_Absence_Undergrad.pdf. Please email the completed form to RNBSonline@etal.uri.edu. This form can be filled out electronically.
 - If you receive financial aid, please check with Enrollment Services at 401-874-9500 or email esmail@etal.uri.edu to see how this might affect your financial aid package.
- **DROPPING A COURSE:** *If I want, or need, to drop a course is there a timeframe I need to do this without penalty?*
 - Yes! You **MUST** drop an accelerated online course within **3 days** of the start of the session in order to receive a refund.

ADVISING

- **ACADEMIC ADVISOR:** *Do I have an Academic Advisor? Who should I contact regarding what course(s) I should take next?*
 - Once you have been accepted to the accelerated online RN-BS program your academic advisor can be reached at RNBSonline@etal.uri.edu or at 401-874-5303. Questions regarding your Curriculum Sheet and what class(es) to register for next should be directed to this email or phone number.
- **TRANSFER CREDITS:** *How do I know how many of my credits have transferred in to URI?*
 - Once you have accepted your admission and received a welcome letter from The College of Nursing (RNBSonline@etal.uri.edu) you will be able to view your transfer credits through e-Campus. Located in your “Self Service Student Center” under “Academics”, choose “Transfer Credit Report”.
- **COURSES OFFERED:** *How do I find out what courses are being offered in the upcoming sessions?*
 - You can find a listing of upcoming course offerings by visiting the RN to BS online advising page at: <http://web.uri.edu/nursing/rn-to-bs-online-advising/>. Check this link often as additional courses are added as they become available.
- **COURSE SEQUENCE:** *How do I know what course(s) I should take next?*
 - When you were first accepted, you should have received an individualized Curriculum Sheet via email listing the courses and credits transferred in. You can then go to the RN to BS advising page at <http://web.uri.edu/nursing/rn-to-bs-online-advising/> to see what courses are being offered. To speak with an advisor you can email RNBSonline@etal.uri.edu or call (401) 874-5303. Campus and contact information on the URI directory is located here: <http://directory.uri.edu//directory.php>.

- **STUDY HOURS:** *How many hours a week should I reserve for an online course?*
 - Typically, you can expect to spend approximately 12 -18 hours per week, per course, in the accelerated online RN-BS program at URI. Even though you will not have scheduled meeting times, it is expected that your instructor will assign course materials and activities which can include readings, videos, podcasts, written assignments, participation in discussions, wikis, problem sets, case studies, group work, or other types of work designed to help you meet the learning objectives of the course.
- **SEVEN WEEK COURSES:** *How long will it take to complete an online course?*
 - Online RN to BS in nursing courses run on an accelerated 7 week schedule. Although you are able to manage your time during a week at your own pace, most instructors have specific deadlines weekly, and throughout the term. It is a good idea to read the entire syllabus and map out your assignment due dates on a calendar.
- **COMPLETING COURSES EARLY:** *Can I complete any of the online courses early?*
 - You cannot complete the course(s) early as in most classes there are required weekly discussions. You can however, depending on the course, sometimes work ahead and complete readings and other assignments early. Remember that you can take your online class from anywhere at any time. If you are traveling or working extended hours, you will still be able to login and participate.
- **TEXTBOOKS:** *Where can I find what textbooks are required for my courses?*
 - You can find most required textbooks on the RN to BS Advising page at <http://web.uri.edu/nursing/rn-to-bs-online-advising/>. Be sure to look under “Nursing Courses Textbooks.” If one of your course is not listed on the RN to BS Advising page, please contact your instructor directly. Instructor names can be found on e-Campus and contact information on the URI directory here: <http://directory.uri.edu/directory.php>.
- **ONLINE COURSES ONLY:** *Can I earn my entire degree online?*
 - Yes! URI's RN to BS in nursing online is designed for working nurses. Some students can complete their degrees in as few as 15 months, even while they continue to work full time. Students and ONLY take courses in the online program. On-campus courses and/or J-Term courses cannot not be taken while enrolled in the online RN-BS program. ***Note: Time to completion may vary based on the number of transferable credit hours. A typical student will take between 30 and 45 credits which are determined by a review of the student's official transcript(s). All students must have 120 credits, complete the required courses, and meet URI's general education requirements to graduate with a BS degree from URI.
- **GRADUATING:** *What is the procedure to apply for graduation?*
 - The University of Rhode Island confers degrees on three dates: End of December, End of May, and End of August. The deadline to submit your Intent to Graduate form are November 15th (for May and August graduation) and April 15th (for December graduation). Intent to Graduate forms will be sent to eligible candidates approximately 3 – 4 sessions prior to the application deadline with instructions. For specific degree conferral dates please visit: <http://web.uri.edu/enrollment/academic-calendars/>. Please note that if you miss the submission deadline, you will not graduate until the next conferral date.

TECHNOLOGY

- **TECHNOLOGY:** *What Technology Do I Need?*
 - You will need a computer with internet access, webcam, microphone (most of which are built in), word processing software, i.e. Microsoft word (please note that google docs and sheets are free). For additional technology support go to: <http://online.uri.edu/student-resources.aspx#tech-support>.
- **BRIGHTSPACE:** *What is Brightspace and how do I get started?*
 - Brightspace is the learning management system at URI (other schools may have used Blackboard, or WebCT, for example). This program is where you will login to access your course documents, participate in message board discussions, and submit your assignments, take tests and view grades.
 - For instructions on how to log into Brightspace for the first time and to access the RN-BS Nursing Orientation, please refer to the [Login Guide](#). For additional assistance you can go to this link: <http://security.uri.edu/uri-credentials/> or contact the Help Desk.
- **e-CAMPUS:** *What is e-Campus?*
 - e-Campus is URI's student portal where students can access records, register for courses, check bills and other financial information, look at grades and transcripts, etc. e-Campus is accessible via the URL <http://web.uri.edu/ecampus/>.