## **Distance Education**

Canvas is the official course management system supported by Allan Hancock College. To enroll in an online course, students must use the internet and their Hancock email account. Online courses may be offered completely online or partially onsite.

These courses may include an onsite orientation and/or a "To Be Announced (TBA)" component that requires a minimum number of hours of work each day or week not including study or homework time. For complete information and requirements, visit www.hancockcollege.edu. Use the Class Search link to find the course section and then select the blue Course Reference Number (CRN) for details.

Students must complete their own work and not work with or through other parties, except in the case of students with disabilities. Students are welcome to use the Open Access Computer Lab (OACL) at either the Santa Maria campus or the Lompoc Valley Center for online course access, provided they have a current student Hancock ID card.

Hancock complies with the TEACH Act, a federal copyright law. Some materials used by college faculty in distance learning courses are subject to copyright restrictions. Students may not download and retain or redistribute these materials. For additional information, please contact the course instructor(s).

Personal security is as important for online students as it is for students who take classes on campus. Hancock does not restrict enrollment, and by law must admit all qualified students. Students should not share personal information, including phone numbers or addresses, with other online students they do not know. Additional advice about maintaining personal security in an online class will be provided by the instructor of the class.

For more information on distance learning at Hancock, please call 805-922-6966 ext. 3928.