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Webster University offers many technology solutions to support students, faculty and staff. In using technology, students are empowered to be equal partners in their academic success. Here are some examples:

Connections is the university's intranet portal, providing centralized access to a variety of services. Connections is integrated with **Office 365** subscription and is designed to provide relevant and timely information within an interactive and community-driven design.

Webster's Microsoft Office 365 subscription gives students, faculty and staff online access to the Microsoft Office applications from nearly any device. Office 365 will provide many productivity and collaboration services to the Webster University community - online hosted email, shared calendaring, additional online storage with OneDrive, Office in the cloud and so much more.

Office 365 also provides important technical tools that Webster Information Technology is adopting, such as user password management and email.

Students are expected to:

- Register their Connections/Office 365 account.
- Regularly check their University email account for official communication from Webster University.
- Regularly check their Connections account for Webster Alerts, Personal Announcements and Campus Announcements.
- Maintain their University email account in working order (including compliance with the University's Acceptable Use Policy and appropriately managing disk space usage).
- Set up 2-Factor Authentication.

The **Student Success Portal**, powered by Starfish, brings the energy of shared technology to students, faculty and staff to enhance communication across Webster's global network. It allows for a collaborative experience to ensure student success is a priority both in and out of the classroom.

For technology support, students can email the IT Service Desk at support@webster.edu or call at 314-246-5995 or toll free at 1-866-435-7270.

For all other IT policies, including the University Email Policy, Acceptable Use Policy, Wireless Network Policy, Data Encryption Policy, and other guidelines, visit: https://webster.edu/technology/.

Course Load Guidelines

The recommended academic load for full-time students is
15 credit hours each semester. Fifteen credit hours for eight
semesters total the 120 credit hours required for a degree. For
students enrolling in 8-week terms, the recommended academic
load is two to three courses per term (6-9 credit hours). Students
in good academic standing must request written approval from
the Academic Advising Center to enroll in more than 18 credit
hours in a single ua TJ ET EMC /P p120e7nInn5 Tm [courit hours each semester. Fifteen credit h98193 s

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Interinstitutional Registration

Webster has established a program with Fontbonne, Lindenwood, Maryville and Missouri Baptist universities and with Eden Theological Seminary that allows degree-seeking students registered at Webster University for 13-18 credit hours to register for undergraduate classes at any of these institutions during their regular terms. The interinstitutional agreement does not apply during the summer, weekend, or interim sessions, and students must furnish their own transportation. Students may take courses at institutions if they are not offered at Webster. Webster students register and pay tuition at Webster but attend classes and observe regulations of the host institution. Students are also responsible for all lab fees, instructional materials, or other costs associated with the course(s). Students register for interinstitutional courses with Webster University through the Office of the Registrar.

Teacher Certification

Students interested in pursuing Missouri K-12 teacher certification at Webster University should contact the School of Education Coordinator of Educator Certification. Information regarding areas available for teacher certification is included in the School of Education curriculum section of this catalog.

Course Attendance

Students are expected to actively participate in all of their scheduled class sessions and complete all coursework according to the course syllabus. Students who must be absent or miss coursework for any reason, such as medical issues, personal/professional circumstance, or military students who receive temporary, short-term, long-term or remote assignments, must consult with their instructor to ensure they can meet course learning requirements.

Students who do not attend the first week of classes may be dropped due to non-attendance.

Students are encouraged to complete their courses, but dropping a course or seeking a withdrawal may be in the best interest of the student. For information on the tuition refund policies following drops and/or withdrawals, please see the Tuition, Fees and Refunds section of this catalog.