



JACKSON STATE UNIVERSITY
DISTANCE EDUCATION DECISION-MAKING UNIT
WEBCT ACCESS FORM

Instructor: _____ Department: _____

Semester: _____ J-Number: _____

Email address: _____ Phone: _____

Course ID and Title: _____

CHECK ALL THAT APPLY:

- _____ Training (will practice using WebCT/course development).
_____ New Course (will use **WebCT** as a supplement to traditional course).
_____ Existing Course (will use **WebCT** as a supplement to existing traditional course).
_____ Other. Please explain: _____

The following course elements & materials will be used as a supplement to traditional course (*Check all that apply.*)

- | | |
|---------------------|------------------------------------|
| _____ Assignments | _____ Course Syllabus |
| _____ Quizzes | _____ PowerPoint Presentations |
| _____ Lectures | _____ Multimedia Files |
| _____ Papers | _____ Sample Tests/Surveys |
| _____ Chat Sessions | _____ Additional Resources/Links |
| _____ Email | _____ Other, please specify: _____ |

(Note: If any three of the course elements above will be distributed via WebCT, the course proposal form and course action form must be initiated.)

If new or revised course, check all applicable references:

_____ Required _____ Elective _____ Restricted Elective _____ General Education

JSU CATALOG DESCRIPTION OF COURSE:

ATTACHMENTS

- | | |
|----------------------------|--------------------------|
| _____ Old Curriculum Sheet | _____ Bibliography |
| _____ Course Outline (DE) | _____ Other (itemize) |
| _____ Needs | _____ Extended Rationale |
| _____ New Curriculum Sheet | _____ Class List |

* If you have a WebCT ID already, enter it here: _____

By signing below, I understand that my access to WebCT is for the current semester. I also understand that my access will be terminated at the end of the semester and that I will have to initiate another form (Please note that this form will not be process without signature).

Signature _____ Date _____