

Information for RCLS or RCTX On-line Graduate Course Enrollment

- 1) Determine if an online course is offered. Contact the RCLS Department at (252) 328-4640 or visit <http://www.ecu.edu/cs-acad/options/courseinstructions.cfm> to explore online courses offered. Please note that courses with “601” section codes indicate DE/online offerings (e.g., online course would be listed as “RCTX 6320-601”).
- 2) Apply to the University as a graduate student. You can choose to be a degree-earning or non-degree earning student. You will need to create a log in and PIN to apply online. Types of graduate school applications include:
 - a. **Certificate:** For application to post-baccalaureate and post-master's certificate program
 - b. **Master's:** For application to traditional Master's degree program (either on-campus or online)
 - c. **Non-degree:** For students interested in taking graduate courses but not interested in obtaining a graduate degree or certificate at this time. Typical applicants may include visiting students, individuals taking courses for personal/professional enrichment, or individuals taking prerequisite course work for later application to a degree program.

Please note: Completing courses as a non-degree student offers no assurance that a student will be accepted into a graduate program at some future date. If accepted into a program at a future date no more than (9) non-degree credits may be counted towards a degree or certificate program, and then, only by consent of the student's graduate advisory committee and department chair.

There is an application fee for applying to the University.

- 3) Visit <http://www.ecu.edu/cs-acad/gradschool/applicationinfo.cfm#apply> to apply. Make sure you indicate your TYPE of application (Certificate, Master's, or Non-degree).
- 4) Upon notification of acceptance, contact the instructor of the course to inform them of your desire to enroll in the course and participate online.
- 5) Contact the RCLS Graduate Director to inform of your status.
- 6) Enroll in online section of the course (the section number will be 601) via online or contact the RCLS Department at (252) 328-4640 for assistance.
- 7) The Course Instructor will provide you further information prior to class to help you prepare to participate in your course online. You will need Internet access and some courses may require additional technology resources in order to fully participate in the course.

Helpful Links

Department of Recreation and Leisure Studies www.ecu.edu/rcls

Graduate School <http://www.ecu.edu/gradschool/>

Office of Continuing Studies <http://www.ecu.edu/options/>

ECU Course Catalogs <http://www.ecu.edu/acadprograms/catalogs.cfm>