



111 Livingston Street  
Brooklyn, New York 11201  
Advisement Center

### STUDENT AGREEMENT DISTANCE LEARNING

- I have made all necessary arrangements so that I am able to attend my classes. I understand that virtual active participation is required to successfully complete my courses.
- I have access to a computer or a smart phone and will be alert and ready to log in and participate in all my courses accordingly.
- I will attend my virtual classes consistently at the scheduled time. This means that I will log in to each class and participate in the “live/virtual” lecture with my instructor.
- If I am receiving services from HRA or one of its vendors, I have discussed my career goals with my case worker and any work assignments will be scheduled around my BEOC classes.
- I will be alert and ready for learning and follow the attendance and all academic policies of the BEOC. I will utilize all the resources and tools of the BEOC for academic and student support to ensure my academic success.
- I will maintain open communication with my instructors and advisors throughout my program of study and log into Schoology consistently.
- I will provide job and college placement information as required.
- I will conduct myself in a respectful and professional manner when interacting online.
- I am aware that I may request reasonable accommodations or academic adjustments if I need them.

*NOTE: All students are required to abide by BEOC Student Code of Conduct in the BEOC rules and regulations document. Students may face disciplinary action if they do not comply.*

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**Banner/Student ID:** \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Program \_\_\_\_\_