

## Program Guide

Thank you for choosing to attend the Enrichment Online program. We invite you to get involved, ask questions, and enjoy learning while you are a part of Queen's University.

This document provides you with important information about the program. If you have any questions, please feel free to contact us.

### Session Dates

	Grade 7-8 Courses	Grade 9-12 Courses
<b>July 20-24</b>	Pathology: From DNA to Forensics	<i>No courses offered</i>
<b>July 27-31</b>	Foundational Anatomy	<i>No courses offered</i>
<b>August 3-7</b>	Creative Writing	Pathology & Molecular Medicine
<b>August 10-14</b>	Web Development & Coding	Clinical Anatomy
<b>August 17-21</b>	<i>No courses offered</i>	Creative Writing

### Technology Requirements

All of ESU's online programs will be hosted on onQ, Queen's Learning Management System (LMS). To ensure an enjoyable and quality experience, all registered participants should have access to the following:

1. Access to a working computer and reliable internet connection
2. Some courses may require students have webcam and microphone capability on their computer to participate in live video sessions

Google Chrome is the recommended browser when using onQ. It will give you the best possible user experience. To find out if your Google Chrome is running the latest version, visit the [WhatIsMyBrowser.com](http://WhatIsMyBrowser.com) site. Don't have Google Chrome on your computer? No problem! Visit the [Google Chrome](http://Google Chrome) site to download it now.

You will receive an email from us approximately one week before your course begins with instructions on how to log in and access onQ for your course.

### Code of Conduct

All registrants reviewed the ESU [Code of Conduct](#) during the registration process and will be required to adhere to it during the entire program.

## **Drugs & Alcohol**

Program participants are not permitted to possess/consume drugs or possess/consume alcohol while engaging in online activities. The Enrichment Studies Unit has a “Zero Tolerance” policy for drugs and alcohol and students found to be in violation of this policy will be removed from the program immediately.

## **Supervision**

During any scheduled live sessions, participants will be monitored by the course instructor. Another ESU staff member may join in and supervise live sessions at their discretion. Participants will not be permitted to have one-on-one live meetings with their course instructor.

## **Courses**

Participants will be registering in courses taught by Queen’s students, or community professionals with an affiliation to Queen’s University. Instructors have worked hard to create courses which will engage participants and expand their academic experience. Students should expect to spend 3 hours a day on course material and activities.

## **Live Video Sessions**

Some instructors may choose to hold live sessions for lectures, activities, or discussion opportunities. Live sessions will be posted on the individual course onQ page. Students are expected to identify themselves by their first name and last initial, and must have an appropriate background.

## **Course Changes**

Participants are expected to attend the class in which they have received confirmation. All requests for course changes are accommodated at the discretion of the ESU and subject to available space in the course. Most courses are completely full and therefore course changes are not possible.

## **Cancellations & Refunds**

All registrants reviewed and accepted the terms and conditions of the [Cancellation & Refund Policy](#) when completing their registration. Any withdrawals must be made in writing and any refunds will be made in accordance with the policy.

## **Photography**

Occasionally photographs may occur for use in marketing ESU. All registrants reviewed the terms and conditions of the Photo Waiver when completing their registration and understand photos may or may not contain your child's work.

## **Special Accommodations**

Queen's University is committed to facilitating the integration of persons with disabilities into the University community. If you require any special accommodations to attend our programs, please contact the ESU and we would be happy to assist you.