Registration Procedure

New students, and those who have not been enrolled for more than two semesters, must complete the Admission Process at www.richland.edu/admission before being eligible to register for courses.

- **Step 1**: Review your academic progress, contact your success coach with questions
- **Step 2**: Register for classes
  - online (https://my.richland.edu)
  - in person
  - phone (217.875.7200)
- **Step 3**: Pay your tuition and fees or discuss a payment plan.

*You may be dropped from courses due to lack of payment if you have not made financial arrangements at least two weeks prior to the start of term.*

Instructional Method

| IN PERSON Classes: Receive all of your instruction face-to-face |
| ONLINE Classes: Receive all instruction and assignments online with specific due dates as outlined by the instructor |
| Instructors might provide opportunities for live virtual sessions |

ONLINE LIVE Classe: Mandatory time when the Instructor and students are online together

HYBRID Classes: Combination of face-to-face and ONLINE or ONLINE LIVE instruction

Important Dates

- 10/19/2020 - Current Student Registration
- 10/26/2020 - New/Returning Student Registration
- 1/14/2021 - Classes Begin
- 1/27/2021 - Last Day to Drop
- 5/7/2021 - Last Day to Withdraw with a "W"

Tuition & Fees

www.richland.edu/tuition

Financial Aid & Scholarships

Information on financial aid can be found at www.richland.edu/finaid. Scholarship info is at www.richland.edu/foundation/scholarships.

Canvas Online Orientation

Students enrolled in courses using Canvas are required to complete a one-time online orientation.

Registration Questions

For questions related to admissions, course prerequisites, how to drop and a wide range of other topics go to www.richland.edu/enroll or call 217.875.7200.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
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<th>Time</th>
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<tr>
<td>CHEM 100</td>
<td>Concepts of Chemistry (IAI:P1 902L)</td>
<td>4</td>
<td>Baldwin, R</td>
<td>8/19/2020 - 5/28/2021</td>
<td>MTWRF</td>
<td>9:50a-10:36a</td>
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Eligibility for ENGL 101 and eligibility for MATH 098