

# GENERAL RCI INFORMATION

## ✓ **Textbooks**

You may purchase your textbooks by visiting the bookstore on the Gannon University campus, or online at <http://www.gannon.edu/Visitors-and-Community/Campus-Services>

Make sure to reference the course title, number, and section listed on your RCI schedule to select the correct book.

## ✓ **Course Professors and Course Credits**

You will be officially enrolled in the university and will have face-to-face instruction from a college professor. Official transcripts (for credit transfer between universities) can only be issued by the university upon course completion.

Your dual enrollment credits transfer only with proof of official transcripts. Transcripts can be requested through your university login.

## ✓ **University Student Identification Number**

You will receive a student ID number Gannon University. Your student ID number will allow you access to the university e-mail system, so that you may check your grades online, complete online assignments, communicate with your professor, and access a variety of university resources. It is important that you set up your university account.

For a small fee you may obtain a student ID card from the university, which may be used for attending various events on campus, the EMTA bus system, and the university library.

## ✓ **Attendance**

Each professor maintains their own policy regarding attendance (see your course syllabus). Your grade may be negatively impacted by too many absences. If you must miss class, we recommend you contact the professor via e-mail or voicemail to ensure that you keep up with the work.