

Online Learning @ Cape Breton University



Supports and Resources



Introduction

At Cape Breton University, your future takes shape. You'll meet the people who will help you on your journey and develop the skills you need to make it happen.

CBU online is the first step —the next step is all yours!

What Is Online Education?

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Online education allows students to complete courses and programs from almost anywhere in the world – you decide! Home, work, etc... with online education, students have the flexibility to work at their own individual pace, generally at a schedule that suits their specific needs.



Course Delivery

How will I access my courses?

Please Note!

Online courses follow the regular academic calendar. This means you will **not** be able to access course material until the official start date of any offering.



MOODLE

Your courses will be delivered through a learning management system called Moodle.

Moodle is located at:

<https://courseware.cbu.ca/moodle/login/index.php>

It can take up to **48 hours** for your Moodle account to become active following registration. If you are unable to access your course material after this time has elapsed, please contact the Help Desk @ 902-563-1123 or helpdesk@cbu.ca.



Registration & Academic Advising

How do I select and register for courses?

Congratulations!

You've been accepted to Cape Breton University and now it's time to choose courses. If you (like many) have no idea where to begin... don't worry! CBU has mandatory academic advising sessions for first year students so you don't have to go at it alone. Advising sessions begin the first week of July and continue throughout the summer and the academic year.

There are many advantages to advising sessions. For example, you will have the opportunity to talk privately with a faculty member about your academic and career aspirations and the courses you need to get there. Your advisor will work with you to tailor your course selections to best fit your degree requirements and desired goals. Sessions usually take about a half hour and can be done via telephone.

To find out more and arrange an appointment, check here: [Academic Advising](#)

Cost of Tuition & Fees



For detailed information on tuition and other fees, visit the CBU website at:

<https://www.cbu.ca/come-to-cbu/tuition-finances/tuition-and-fees/> . Be sure to take some time to [familiarize yourself with our fees and tuition regulations](#) .

Payment of fees or arrangements to pay fees—such as a student loan—must be made in accordance with Cape Breton University’s policy before you can complete your registration. Doing so as soon as possible give you the opportunity to dive into university life and get started on your new adventure!

Try This! Check out our [Tuition and Fees Calculator](#) for a quick estimate of your tuition and fees at CBU.

Books & Course Materials

You will need to visit the online CBU Bookstore to determine what books you may need. Do this as early as possible so when your course begins, you have the required materials. Books are shipped via express post and generally take 3 business days depending upon your area.

Books and course materials are not included in tuition and are a separate cost to students.

The CBU bookstore is located at:

<http://www.bkstr.com/capebretonstore/shop/textbooks-and-course-materials>

Other online book stores you may be interested in searching include:

www.amazon.ca

www.chapters.indigo.ca

www.barnesandnoble.com

Tip

You don't need to wait for class to begin to buy your books. Professors list their course materials well in advance, so be sure to check the bookstore listings often!

Your Student Account



Your student account can be found at <https://sis.cbu.ca/students>

You can also access your account (plus Moodle, Office 365 and the CBU alert system) from the main page of the CBU website (as shown on this page).

From here, you can register (add or drop courses), view your grades, review financial information, print receipts and more.

If you require assistance, contact the Help Desk at (902) 563-1123 or by email @ helpdesk@cbu.ca .

Course Start & End Dates

Fall & Winter Courses

Courses begin in September and January and may include 3 and 6 credit courses.

Exact start and finish dates vary from year to year.

Spring & Summer Courses

During the spring and summer, there is a limited number of 3 and 6-credit courses.

Dates and course offerings vary. Please consult the Academic Timetable, located @

<https://sis.cbu.ca/students/acadschedulese1.asp>

To determine when registration 'opens' for each semester, please visit:

[Important Dates](#)

Tip There is a high demand for online courses and they can therefore fill very quickly.

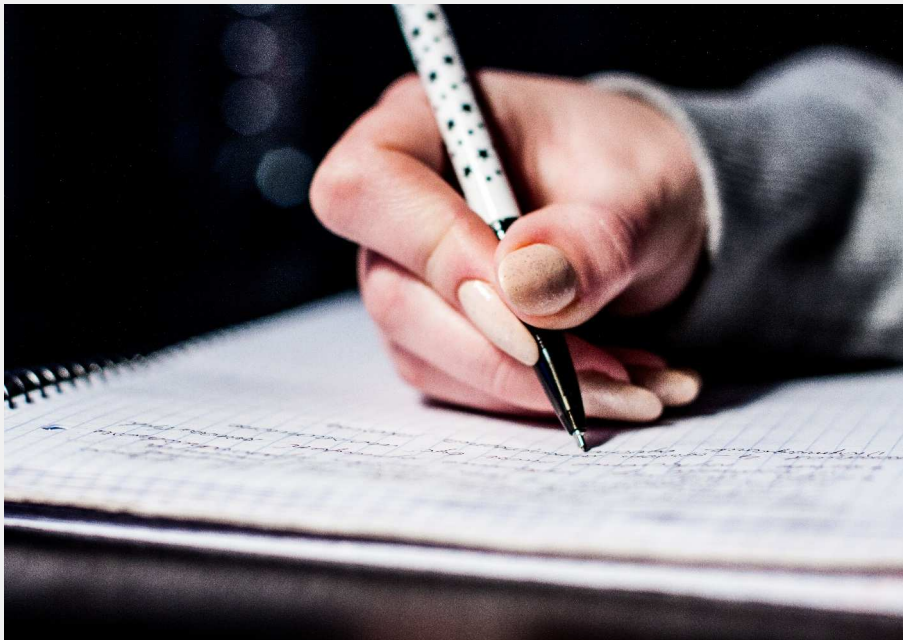
Please be sure to familiarize yourself with opening dates for registration each semester.

Exams

Whether or exam will be online or written 'in person' depends upon the individual professor. If you live in Industrial Cape Breton and have a 'written' exam, you will be required to come to campus on the date and time indicated by your professor. If you live outside that area, you will be required to secure a proctor and have them approved to administer your exam.

Some online examinations also require proctors. For full details on examinations, proctors and protocol, please refer to: [Online Exam Information and Proctor Application](#)

The examination schedule is set by the institution and can be located at: <https://sis.cbu.ca/students/examschedule.asp>



Transfer Credits & Prior Learning Assessments

Policies & Forms

You can review
CBU policies and
find corresponding
forms at:

[Office of the
Registrar](#)

Cape Breton University allows for transfers to and from other institutions. You can apply for admission with an application for transfer credits into your program of choice.

Applicants coming from another university or college can submit a Transfer Credit Application form along with their transcript.

Applicants may also submit a Prior Learning Assessment to demonstrate completion of course work through prior learning. However, at least 50% of course work must be completed at CBU.

Please note: There is a one time fee for these applications. Please contact the office of the Registrar for current rates.

Financial Aid & Scholarships

QUESTIONS?

Contact:

Student Financial
Services
902-563-1420

There are several avenues to be investigated when it comes to funding your educational path. The Department of Education through each Canadian province offers student loans to any students who meet their criteria. For more information on the Canadian Student Loans Program visit their site at:

<https://www.canada.ca/en/employment-social-development/services/student-financial-aid/student-loan/student-loans.html>

Scholarships and bursaries are also a great way to cut down on costs. Scholarships range in value from \$500 to \$30,000, and are awarded based on academic achievement, extracurricular involvement and letters of reference. Bursaries are available to students based on financial need. To view all available scholarships and bursaries, and download application forms, please visit:

www.cbu.ca/scholarships

Academic Support Services

Everyone needs a little help sometimes

Whether you are having difficulty in a particular subject, have questions about your program or need help choosing courses, there are a variety of services and programs available to help you make choices that match your personal & academic goals and develop skills to make decisions for your future.

Check out the following links for further information:

[Academic advising](#)

[Academic success coaching](#)

[Writing Centre](#)

[Math & Science Centre](#)



Access Ability Centre

Who Was Jennifer Keeping

Jennifer Keeping began her academic career in 1995 at Cape Breton University as one of only a handful of visually impaired students. Jennifer is still remembered as an exceptional individual with a gift for blending two critical elements: outstanding people skills, and a sophisticated appreciation for the flexibility and innovation needed to be successful in a post-secondary learning environment.

Despite her visual impairment, Jennifer's determination and drive in the face of great challenges has been a source of inspiration to all who knew her. It was through Jennifer that we recognized that we needed to do more for students with disabilities. Unfortunately, Jennifer passed away before graduating but her degree was awarded posthumously.

At Cape Breton University, we believe that each and every student should receive the same high quality education. If you're a student with a disability, you'll find all the support and services you need to get the most out of your classes at the [Jennifer Keeping Centre](#).

At the Jennifer Keeping Centre, you'll find a variety of accommodations, such as classroom and exam accommodations. You'll also have access to tutors and educational assistants to help with organizational and time management support.

Am I eligible?

If you have a medically documented disability, you could be eligible for services related to your disability. Eligible disabilities include:

- learning disabilities
- visual disabilities
- hearing disabilities
- speech impairments
- neurological disabilities
- mobility impairments
- psychological disorders
- chronic illnesses

Please note: *you must provide documentation from a qualified health practitioner to receive these services.*

Phone: 902-563-1208

Email: Jkac_user@cbu.ca

Library

The Library is the primary academic information resource for Cape Breton University. It promotes learning, supports teaching and enhances scholarly research and creative activities by building collections and providing expert services and innovative access to information.

All CBU students have access to the Library's online and print resources upon registration.

To learn more about library services for online students, visit <https://libguides.cbu.ca/c.php?g=703700>

For assistance with the CBU library, please contact:

CIRCULATION

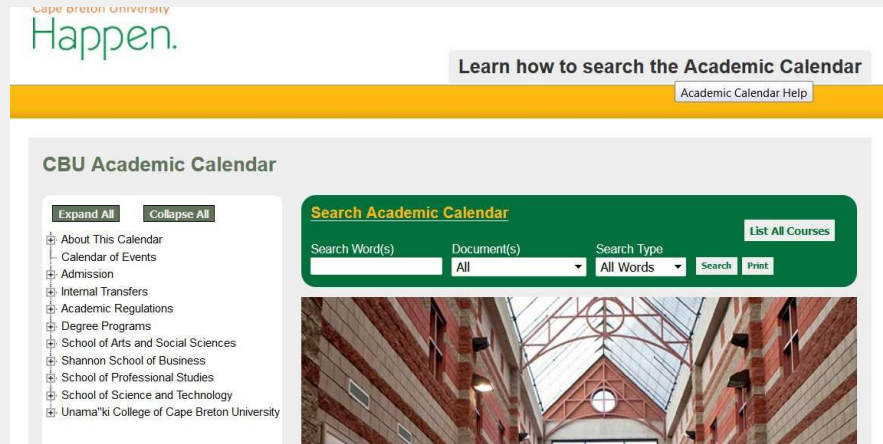
(Borrowing, Returning, Renewing)

[Email](#)

Phone: (902) 563-1320



Academic Calendar



As a Cape Breton University Student, it is **your** **responsibility** to become familiar with the Academic Calendar. This is a rather large, somewhat daunting document, but online search functionality makes it fairly easy to find information on any topic that may arise.

The CBU Academic Calendar can be found at:

<http://calendar.cbu.ca/>

Important Dates

You will need to become familiar with important dates at the institution.

Please take time to review the information located here (and be sure to check again from time to time): [Important Dates at CBU!](#)



Resources & References

For your convenience we've compiled a list of helpful links. For any other information please check out the corresponding areas on the main CBU website.

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- [Faculty & Staff Directory](#)
- [Academic Calendar](#)
- [Academic Timetable](#)
- [Registrar's Office](#)
- [Online Registration](#)
- [Bookstore](#)
- [Library](#)
- [IT Services](#)
- [Exam Schedule](#)
- [Policies & Forms](#)
- [Tuition & Fees](#)
- [Academic Support Services](#)
- [Scholarships & Bursaries](#)
- [Important Dates](#)



Questions?

Please contact:

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