

University of North Alabama
Winter Session
FAQ

How is Winter Session structured?

All Winter Session courses are offered **100% online** to allow for the convenience of taking a class from home while on winter break.

How will Winter Session work with banded tuition?

Winter Session is considered part of spring term. So, students may use Winter Session to take advantage of banded tuition. For example, a student may take 6 credit hours during winter session and 12 credit hours during the spring term for a total of 18 credit hours across both terms. Taking courses during winter session will allow students to take advantage of banded tuition while lightening their load for the spring term.

Is Financial Aid available for Winter Session courses?

Yes. Please contact the Office of Student Financial Aid with any questions you may have about receiving financial aid for the winter session at (256) 765-4278 or sfins@una.edu

Is a payment plan available?

Yes. Please read more about UNA's current [payment plan](#).

How many Winter Session courses can a student take?

Students may register for a maximum of two courses during Winter Session.

How many credit hours can a student take in total for the spring term (which will include Winter Session hours)?

For undergraduate students the maximum credit hour load is 18 credit hours unless permission for an overload is granted. The full-time course load for graduate students is nine graduate credit hours.

How can students request an overload?

To request an overload, a student must obtain approval in writing (email will suffice) from their department chair and dean of the college in which enrolled. If written approval is attained, it must be submitted to registrar@una.edu and Registrar's Office will increase the maximum number of hours for which the student is allowed to enroll.

When does Winter Session registration begin?

[Registration](#) for Winter Session will open on the same day as registration for spring/summer courses.

How much does a Winter Session course cost?

The same [tuition and fees](#) apply for Winter Session as for courses offered during the regular academic term.

How do I contact the instructor of my course if I have a question?

Each course will have specific procedures for contacting the instructor. Depending upon the nature of the course and the policies of the instructor's department, office hours may vary in format from online communication tools such as email and video conferencing tools. Contact your instructor utilizing information from the course syllabus for more information regarding communication procedures.

What Support Services will be available?

[Educational Technology Services \(ETS\)](#) and [Information Technology Services \(ITS\)](#) support will definitely be available. Library and Writing Center support may also be available depending upon instructor request for those services for a particular course.

How do I access my course?

All Winter Session courses will utilize [Canvas](#). To login, go to following website <http://una.instructure.com> and enter your UNA Portal username (without the @una.edu) and password.

How can I get help with Canvas?

If you have a technical support issue with Canvas, click the **Help** button, located at the bottom of the left navigation pane, and then click **Report a Problem**. If you are unable to access Canvas and need assistance, you can email canvas@una.edu.

Why don't I see my course in Canvas?

Canvas courses are typically not available to students until the official first day of the semester. If Winter Session has officially begun, and you do not see your course in Canvas, please email your instructor and request access.

Are there any Canvas tutorials for students?

Yes! Canvas has created a page with many videos on how to use Canvas tools: <https://community.canvaslms.com/docs/DOC-3891>

What should I do if I encounter a problem during a Canvas test?

If you encounter a problem during a test, the first thing you should do is contact your instructor to let them know. Each instructor has different policies regarding test resets and attempts. If you regularly experience problems taking Canvas tests, please click the **Help** button in Canvas and **Report a Problem** and the support team will provide suggestions.

For other questions, please contact:

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