

Pirate Pearls

THE GRADUATE STUDENT
NEWSLETTER



VOL 4, NO 10

Continue Monitoring COVID updates on ECU's Coronavirus site

All adaptations and announcements due to the COVID-19 situation are posted on ECU's main Coronavirus Update website. The university's [main COVID-19 website](#) is where you should go to keep up-to-date on university announcement, contact numbers for the Call Center and more. Make sure to review the LATEST INFO box on that page to see the most recent updates or announcements. That website also provides links to more information about COVID-19 such as how to protect yourself and updates for travelers.

On-Campus Research Activities

Graduate students who are graduating within the calendar year and need to conduct research activities on campus should speak with their research mentor about possible arrangements. [The Research and Sponsored Programs Continuity Guidance website](#) offers information about how research programs may be continued or adapted. Graduate students should speak with their research mentors to determine if their work requires submission of the [Laboratory Continuity Research Plan](#) or a [Critical Activities Request Form](#). Graduate students should not return to campus to conduct research activities unless one or both of these forms are completed and approved. Your faculty research mentor will submit these on behalf of the student to the Department Chair and Associate Dean for Research for approval and permission to proceed.

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MAJOR CHANGES to the Thesis Or Dissertation Upload Process & Deadline

The due date for theses or dissertations to be submitted to the Graduate School has been changed to May 4, 2020.

You will not upload your document. Please read the article on page 5 of this newsletter for specific instructions.





SUPPORT FOR COURSE WORK

ONLINE RESOURCES TO HELP WITH CLASSES

[ECU Students: Online Tools and Resources for Remote Learning](#)

Students can use the [Virtual Computing Lab](#) to access software packages and software is available for download at [download.ecu.edu](#). All students have access to [web conferencing tools](#) and a variety of [other technology resources](#).

The IT Help Desk is providing support online and can be reached at 252-328-9866 or 800-340-7081, or through [online chat](#) or by submitting a [ticket](#).

The [University Writing Center](#) will remain fully online for all Summer Sessions. Refer to their [Frequently Asked Questions](#) document for more information. They have 2 types of appointments: **eTutoring** and **chat**. For eTutoring, students upload their papers and receive feedback by email; you don't need to be online for that service. Students can sign up for chat appointments if you would like a conversation in real-time with a writing consultant.

Joyner Library (on Main Campus) - [access to online services continues](#); campus building not open.

Laupus Library (on Health Sciences campus) - access to some services online; building closed except for staff. Read their [update](#).

Music Library (on Main Campus) - operating [online](#); building is closed.

If you have questions about food insecurity or need help with obtaining food, contact the Purple Pantry (purplepantry@ecu.edu) along with watching for updates on their social media platforms:

Instagram: @ecupantry

Twitter: @ecu_pantry

Facebook: ECU Pantry



IMPORTANT DATES & DEADLINES

APRIL

23

ORIGINAL DEADLINE to submit a thesis or dissertation for Spring 2020 graduation. IT IS NOW CHANGED TO MAY 4TH. READ PAGE 5.

APRIL

28

ORIGINAL DEADLINE. Last day for to remove incompletes from Spring 2019. NOW CHANGED TO 12/7/20

[Academic Calendar](#)

MAY

4

NEW DEADLINE to submit a thesis or dissertation for Spring 2020 graduation. Read page 5. [Website for info](#)

MAY

1

Make this your personal deadline to be registered for Summer & Fall semesters if you have not done so already.

MAY

5

Make sure to review Cashier's website for info on Tuition, Fees, Payment Deadlines and Schedule Cancellation dates [Cashier Website](#)

MAY

8

Original Commencement Date Review website for updates due to cancellation [Commencement Information](#)
If you are graduating, [apply for graduation NOW!](#)

MAY

9

If you are graduating in Summer or Fall 2020, [Apply for graduation NOW](#). Review Degree Works now to ensure you have the credits required for graduation.

MAY

13-15

Thesis-Dissertation Boot Camp campus event cancelled.
Online event announced soon!

MAY

14

New Graduate Teaching Assistant Orientation campus event cancelled
Online event announced soon!

MAY

15

Registration for Summer classes must be finalized by today
[Academic Calendar](#)

MAY

18

First Day of Classes for Summer Session 1 and the 11-week Summer Session
[Academic Calendar](#)

MAY

19

Last Day to make schedule changes for Summer Session 1 courses and 11-week Summer Session courses.
[Academic Calendar](#)

MAY

25

State Holiday - No Classes
[Academic Calendar](#)

JUNE

9

Last day to withdraw from term-length courses (11-week). Block courses may only be withdrawn during first 60% of regularly scheduled class meetings.

This newsletter page is not an official calendar. Always consult the official academic calendar for approved deadlines.

Current Academic Calendars are always available at <https://faculty senate.ecu.edu/academic-calendars/>



STUDENT AFFAIRS UPDATES

THE FOLLOWING LOCATIONS ARE CLOSED UNTIL FURTHER NOTICE

- Student Recreation Center
- North Recreation Complex
 - Blount Fields
- Health Sciences Campus Recreation Center
 - Dowdy Student Stores
- Main Campus Student Center

CHECK ON HOURS & AVAILABILITY BEFORE VISITING - SOME MAY BE DOING ONLY REMOTE/ONLINE SERVICES

Daily Available Dining Options

<https://dining.ecu.edu/menu-hours/>

[Dean of Students Office](#)

[Disability Support Services](#)

[Parking & Transportation](#)

[1 Card Office](#)

[Office of Student Rights &
Responsibilities](#)

[Student Health Services](#)

Adapted Services Across Campus Career Services

- All services offered virtually.
- Appointments can be scheduled through [Handshake](#) and will be conducted by phone at or online.
- Additional online services and programs provided by ECU Career Services can be found [here](#).
- Additional online services and programs provided by ECU Career Services can be found on the Career Services, Distance Education page [here](#).
- Contact Career Services at career@ecu.edu or call 252.328.6050.

Center for Counseling & Student Development

Crisis services are currently being offered remotely (no face-to-face appointments).

For services or for crisis consultation, please call 252-328-6661 (Monday - Friday 8:00 AM - 5:00 PM)

For urgent mental health needs after hours and on weekends, please call 252-328-6661 and select option 2 to talk with a crisis counselor by phone.

For emergencies, please call 911 or go to your local hospital.

For mental health resources related to COVID-19 see our website: <https://www.ecu.edu/counselingcenter/ccdscovid19.cfm>



MAJOR CHANGE TO THESIS & DISSERTATION SUBMISSION PROCESS

May 4 - Deadline for Submission of Thesis & Dissertation Documents for Spring 2020 Graduation

The deadline for submission of Theses and Dissertations for Spring 2020 has been extended to May 4, 2020 due to the COVID-19 situation. The process for submission has been simplified but formatting guidelines have not changed.

Instead of uploading your document into the Vireo portal, all students submitting a Master's Thesis or Doctoral Dissertation will email three required documents as PDFs (no other formats accepted):

1) the Master's Thesis or Doctoral Dissertation

2) the NEDL (Non-Exclusive Distribution License) for ECU and ProQuest License Agreement. Please review the licenses, embargo, and access settings. Your online signature is required in the NEDL for ECU and ProQuest. Your thesis/dissertation Director's online signature is required in the NEDL for ECU.

3) Signature Page with signatures. Templates are provided on the Vireo LibGuide. Use the appropriate one: thesis OR dissertation. All forms of electronic signatures/images will be accepted in the separate signature page. You do not need to obtain the signature of the Dean of the Graduate School before you send the email.

Please follow all formatting and style directions on the Lib Guide website. For the remainder of this semester, you will not be using Vireo, even though the webiste has Vireo in the URL and on the title of the page. Instead, you will be submitting/emailing these three documents to **Marquerite Bond (bassm@ecu.edu) and T. McConnell (mcconnellt@ecu.edu)**. Be sure to include both those email addresses and you can copy yourself, as well. No paper copies of theses or dissertations will be accepted. No electronic theses or dissertations (ETD) submitted through any service (like Vireo) will be accepted either.

The thesis/dissertation emailed to the ECU Graduate School **must be the final-approved** version by your thesis/dissertation student advisory committee. Please review the deadlines for all upcoming semesters. NOTE: The email submission process is only for Spring 2020 at this time.

<u>Term</u>	<u>Deadline</u>
Spring 2020	April 23 - now May 4, 2020 (email process)
Summer 2020	July 17, 2020 (likely back to Vireo)
Fall 2020	December 2, 2020
Spring 2021	April 22, 2021



MORE SERVICES & DEADLINE CHANGES

Student Health Services

Available to maintain ongoing healthcare for students (e.g. medication refills, follow up lab tests, brief questions, etc.).

- Students should call 252-328-6841 to make appointments. Face-to-face appointments will be limited to urgent care.
- They can also call 252-328-6841 for consultation and information.
- Starting March 23
Open 8:00 am – 12:00 pm and 1:30 pm – 5:00 pm (Monday – Friday)

Pirate Techs

Main Campus Student Center and Joyner Library locations are closed.

- Remote support via phone and WebEx will still be provided, details are on www.ecu.edu/piratetechs.

Pirate Academic Success Center

The PASC is offering online services, including tutoring, study skills, coaching and other options. Please check out their [website](#) for more information.

One Card Office

Students should call the office at 252-328-2673 or email 1card@ecu.edu before coming to the building. The process can be expedited over the phone.

Transit Service

No transit or SafeRide service until further notice. [Pirate Access](#) is 7 AM - 6:30 PM for faculty/staff/students with ADA accommodations. Call 252-328-7433 to schedule a trip. For additional questions regarding transportation, email transit@ecu.edu or call 252-328-4724.

Important Academic Changes

Here is a summary of some of the most important deadline changes that have occurred this week. They are likely to affect nearly all graduate students.

- **Thesis & Dissertation Due Date** for Spring 2020 graduation is now May 4, 2020. Please read page 5 carefully for revised submission procedures. Do not use the Vireo portal.
- **Withdrawals** from courses are being approved through the end of the term. Please review page the Course & Term Withdrawals section of page 7 for information on how to withdraw
- Last day for your faculty to submit a grade to complete an **Incomplete course from Spring 2019** has changed from April 28 to December 7, 2020. It is the student's responsibility to contact the course instructor to make arrangements for finishing an course when an Incomplete "I" is assigned.
- The university instituted a **Pass/Fail option** for most graduate students. Allied Health, Nursing, Dental, and MD programs do not have this option. Please review the [COVID-19 update page](#) for information on the pass/fail option. Students will get to review grades in May and will have until June 30th to change them to Pass/Fail if you prefer. You can choose one course or all. Speak with your program adviser about the ramifications of pass/fail if you have questions. **You cannot undo the switch to pass/fail if you choose to take it. Once the grades are eliminated and replaced with Pass or Fail, they cannot be changed back.**



REGISTER FOR SUMMER & FALL NOW!

Are You Registered For Summer and Fall Yet? Course and Term Withdrawals

Early registration for summer & fall is open to all students at this time. We recommend you be registered by the end of the week so that your summer bill can be posted to your account and you can begin to make arrangements for payment.

All currently enrolled graduate students are eligible to register for Summer Session 1 or 2, 11-week summer session, and/or Fall semester. Students with holds have to clear those holds first.

How Do I Register?

Currently enrolled students may use Banner Self Service through [Pirate Port](#) to register for courses. Your official schedule must be checked via Banner Self Service each semester. It is the student's responsibility to ensure your schedule is accurate each semester including correct course name, number, section number, and number of credits. To learn more about using [Banner Self Service](#) for early registration, review the [helpful guides](#) on the Registrar's website. Graduate students do not need registration PINs.

How Long is Add/Drop Period?

At ECU, the "add/drop" period is called the Course Adjustment Period and the last date for course adjustments is in the [academic calendar](#) for each semester. Students are responsible for adding & dropping courses by this deadline. It is the 5th day of classes in the Fall & Spring Semesters and is typically the 2nd day of classes in summer sessions. Consult the [academic calendar](#) for each semester's deadlines.

Courses are rarely added to a student's schedule after the Course Adjustment Period has ended. If this is requested and permitted, the student will be required to pre-pay all tuition & fees. Late requests should come from the Graduate Program Director to the Registrar and Graduate School. The policy on [schedule changes](#) is always in the [Graduate Catalog](#).

Any course "dropped" after course adjustment period deadline is not a drop - it is a course withdrawal and a W is listed on the transcript. It is important to consult with your advisor prior to withdrawing from any course and ensure you make withdrawal decisions prior to the deadline each semester. **This year due to COVID-19, the Spring withdrawal date has been extended through the end of the semester.**

Term withdrawals occur when a student withdraws from all courses in a semester. It is the student's responsibility to email the Registrar, course instructors, and program directors to notify them of this action. The [withdrawal policy and procedures](#) are explained in the Graduate Catalog. Withdrawals, either course or term, may affect assistantships, financial aid, and eligibility for student health insurance. Students may consult with graduate program directors, academic advisors, and/or the Dean of Students Office to discuss the impacts of course or term withdrawals. To withdraw, your email is sent to regis@ecu.edu and make sure to include your Banner ID and all the information about the course.

ONCE YOU ARE REGISTERED.....

Remember to check your schedule to ensure you have the right courses, section numbers, and number of credits. Fix this now rather than later.

Review the Cashier's website for [Tuition and Fees Information](#) as well as the [Important Dates calendar](#). This calendar provides the dates when schedules will be cancelled for non-payment. For example, all bills for Summer 1 and the 11-week Summer Term must be paid by May 13th at 5:00 PM or your schedule could be cancelled and you may not be able to get seats in your classes if there is a waiting list. Please review the [Important Dates calendar](#) carefully!