FOR YOUR INFORMATION

The Rhodes State College Catalog

The catalog serves as an important resource for your academic success. It contains information about programs of study, detailed curriculum listings, course descriptions, and course availability. The Student Handbook section provides specific information regarding Rhodes State rules, policies, and procedures.

Dropping or Withdrawing from Courses

Important dates are located on the STARS log-in page, through your Academic Advisor or in the online College Catalog/Student Handbook/ Registration section.

Rhodes Alert

Rhodes Alert provides you with emergency notifications in the event of weather emergencies, campus building closures (ie: water leaks, electrical, etc.) or campus security threats. These notifications are sent via phone, email and text message. Please register for Rhodes Alert online at www.RhodesState.edu.

canvas BY INSTRUCTURE

Canvas is our course management and collaborative portal that helps instructors communicate with students. Your instructor will post weekly assignments, test information and class announcements and you can message with classmates. It is important that you to check Canvas DAILY to make sure you are up-to-date with the most current information!

RHODES STATE COLLEGE

New Student Quick Reference guide

1. Go to www.RhodesState.edu
2. Click on Quick Links menu
3. Select CANVAS Login Page
4. Enter your username and password to access Canvas
5. Under "Courses" select Canvas Orientation for Students

EMAIL • STARS • CANVAS

Frequently Used Numbers:

Admissions	(419) 995-8320
Advising	(419) 995-8400
Financial Aid	(419) 995-8802
Helpdesk	(419) 995-8069
Dean of K-12 Partnerships	(419) 995-8430
Records	(419) 995-8319
Distance Education Center	(419) 995-8870

RHODES STATE COLLEGE
4240 Campus Drive
Lima, Ohio 45804
(419) 995-8320

www.RhodesState.edu

Key CCP Steps

1. Attend your High School's CCP Information Night. Information Nights are held between October and February. For more information on when and where these will be held, please contact your high school counselor.

2. Submit Letter of Intent: Public school students must submit their "Intent to Participate" form to their HS Guidance Office. Non-public or Homes-chooled students submit letters to the Ohio Department of Higher Education. The deadline for submission is April 1st of the year before you wish to enroll in CCP courses.

3. Apply to Rhodes State College: If you are a new CCP Student, you must apply to Rhodes State College. This can be completed online at www.rhodesstate.edu. Look for the APPLY NOW link at the top of our home page.

4. After you submit your application, you will receive an acceptance letter that will include your Rhodes State College user name and Student ID number (R#). This will arrive in the U.S. Mail within a few days.

5. Submit Test Scores/Placement Testing: Ask your School Counselor to send your High School transcripts with ACT/SAT scores to Rhodes State College & arrange to take placement tests.

6. Orientation: Attend either an on-campus or online orientation.

7. Register for Classes: Schedule your CCP classes with your High School Guidance Counselor or your Rhodes State College CCP advisor.

8. Questions: You may direct your questions to CCP@rhodesstate.edu or call 419-995-8402.

STARS

Access STARS Online using your PIN and USER ID.

1. Go to www.RhodesState.edu, click on the QuickLinks menu and select **STARS Online**.
2. Click STARS online" (at the bottom of the page)
3. Click Enter Secure Area
4. Enter your USER ID. (Your USER ID is your entire last name, period, first initial of your first name and the first initial of your middle name. Example Michael Allen Jones' USER ID would be jones.ma.)
5. Enter your PIN. (New students: your initial PIN is your six (6) digit birthdate: mmddyy. You will be prompted to change your PIN upon first log-in.)

NOTE: Can't remember your "R" number (Rhodes ID number)? You can find it in the Personal Information link in STARS.

Email

Your Rhodes State College email account will be used for official communication. You are responsible for checking your account OFTEN to make sure you are up-to-date on all information. To access your email account:

1. Go to www.RhodesState.edu, click on the QuickLinks menu and select **Student Email Online**
2. Accept the security certificate
3. Enter your username and password
4. You can begin setting up your calendar, sending and receiving emails, and enter contacts. If you experience any challenges, please contact the HELP DESK at (419) 995-8069.

Username, PIN, Password

Username and R# can be found in your acceptance letter.

Username/User ID:

Your entire last name, period, first initial and middle initial—ex. jones.ma for Mike Allen Jones.

(Your instuctor can also confirm your Username)

PIN:

Used only for logging into STARS Online. Initial PIN for new students is your six digit birthdate in the form mmddyy. You will be prompted to change your PIN upon first log-on.

Password:

Initial passwords for network, e-mail, and Canvas access is your "R number." (NOTE: The R is capitalized and followed by all of the digits, including the zeros. *If you do not know your R number, follow the instructions under the "STARS" section.*)

Once you log into the network, you can change your password and setup a password self-service account which will allow you to reset your password or unlock your account from anywhere you have Internet access. To do so:

1. Go to www.RhodesState.edu
2. Click on the Quick Links menu
3. Select Password Management.

NOTE: Passwords are changed and reset every 90 days. New passwords MUST be nine (9) characters and contain at least one (1) Capital letter and one (1) number. It must not contain any proper names or include any previous passwords.

Three (3) unsuccessful attempts LOCKS your account!
To unlock the account:

- Use the Password Management program located in the QuickLinks menu on the Rhodes Home page at www.RhodesState.edu.
- Or call the Help Desk (419) 995-8069.