

## **What is Cougar Access?**

Cougar Access is Holyoke Community College's innovative program that automatically provides students with all required course materials on or before the first day of class. This program helps students eliminate stress, save money, and begin the academic semester successfully.

## **What course materials are included in Cougar Access?**

All instructor-required course materials are included in the program. This includes digital and physical textbooks, online access codes, other digital materials, consumables, etc. Course materials that are recommended but not required, covered by program fees or course fees are currently not included in Cougar Access.

## **Will faculty retain academic freedom of classroom materials?**

Yes. There will be no changes to current adoptions and faculty retain 100% academic freedom in choice of course materials.

## **How does Cougar Access know which materials should be provided to students?**

Faculty should submit required materials (textbooks, consumables, online resources, software, supplies, etc.) into FAST during the adoption period. It is important that faculty submit all required materials so that students receive what they need by the first day of classes. To submit adoptions, visit [fast.ecampus.com/school/hcc](http://fast.ecampus.com/school/hcc). (Log in with your Holyoke Community College credentials.)

## **How does this impact OER adoptions?**

OER and/or library resources are incorporated into the program. OER adoptions and library content remain highly encouraged as that only lowers the cost of the service. Adopters have the ability to notate that OER is used for a course in FAST & specify those materials so that they may be supported appropriately.

## **Where can I view support materials on utilizing the FAST Online Adoption Portal?**

Review "How to Submit Course Materials" for step-by-step instructions on how to submit your adoptions online. In addition, you can visit the help section of FAST once you are logged in.

## **What format will the classroom materials be in?**

Materials will be available in the format the instructor chooses. Digital materials will automatically be delivered through Canvas. Print materials can be picked up at the Campus Store.

## **Will the students get to keep their materials?**

Certain textbooks will be identified as books for students to keep; these textbooks will vary by major/program. Otherwise, physical books that are not consumables must be returned at the semester's end. Digital content will typically last six months or until the course closes in Canvas.

## **What if a student needs the same book for the next semester?**

For a continuation, allowing books to carry over from one semester to the next, the student needs to enroll in the course for the following term, and the instructor must request the same course material, including the exact ISBN for the next term. In this case, the student will not be required to return the book and instead will keep it through the end of the following term. The student's due date on the Student Dashboard will update as early as four weeks prior to the next term, or as late as 48 hours after enrollment.

**If the textbook is in a digital format, can the student choose to print?**

The student can print portions of digital textbooks on their own. Students have the option to purchase additional formats, other than what was provided within the course material bundle. For some classes, inexpensive loose-leaf versions will be available for purchase.

**What if the student drops a course(s) and wants to opt-out of the program entirely?**

The student has 7 days from the date the course was dropped to return course materials and not be charged the cost of the program.

**How will students receive any electronic materials?**

All students will be able to access their electronic materials through Canvas.