



#### What is All Access?

All Access is Villa Maria College's innovative program that automatically provides all 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 All 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 All Access.

## How will I receive my materials?

Physical textbooks for on campus students will be shipped directly to campus and ready for pickup before the first day of class. Digital materials will be automatically delivered through D2L. For students not living on campus physical textbooks will be shipped to the verified students home address.

### If my textbook is in a digital format, can I choose to print?

Students can print portions of digital textbooks on their own. There is also 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.

### Do I have a choice of new or used materials?

Print materials will be provided as a textbook rental when digital materials are not available. These are predominantly in used condition.

# Do I get to keep physical or digital 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 will be rental textbooks and must be returned at the end of the semester. Digital content will typically last six months or until the course closes in D2L.

#### What if I need the same book for the next semester?

For a continuation, allowing course materials 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 course material and instead will keep it through the end of the following term. Your 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.

# What happens if I add or drop a course?

The system will automatically be notified of any add/drop changes within 24 hours. Newly required course materials are shipped daily or delivered digitally through D2L. Course materials for dropped classes need to be returned within 7 days of course drop or delivery of books, whichever is later, to avoid charges.

## Who do I contact with additional questions?

Visit villa.ecampus.com/help

