Welcome

Welcome to your CAS-ILE course. You now have access to the CAS-ILE online system, which contains all the assignments for the course. After reading this document, make sure to review the additional information on the CAS-ILE welcome page. Examine the checklist below and make sure you have completed or scheduled to complete these essential tasks:

NetMath Post-Enrollment Checklist:

- I have set up my Box folder to receive exam results. ([https://netmath.illinois.edu/BoxInstructions](https://netmath.illinois.edu/BoxInstructions))
- I have received an introductory email from my mentor and responded to this email
- I have successfully logged into CAS-ILE and read the Welcome Page. ([https://courseware.illinois.edu/](https://courseware.illinois.edu/))
- I have accessed the Mentor Chat Room. ([http://go.illinois.edu/NetMathMentorChat](http://go.illinois.edu/NetMathMentorChat))
- I have found an eligible proctor for my exams. ([http://netmath.illinois.edu/proctors](http://netmath.illinois.edu/proctors))
- I have prepared a schedule for completing assignments.

Grading Policies

The following scale will determine grades for this course:

<table>
<thead>
<tr>
<th>Math 220/231</th>
<th>All Other Courses</th>
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</thead>
<tbody>
<tr>
<td>Communication</td>
<td>Communication</td>
</tr>
<tr>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td>Coursework</td>
<td>Coursework</td>
</tr>
<tr>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Midterm Exams(2)</td>
<td>Midterm Exams (2)</td>
</tr>
<tr>
<td>10% each</td>
<td>10% each</td>
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<tr>
<td>Mastery Exam</td>
<td>Final Exam</td>
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<tr>
<td>5%</td>
<td>25%</td>
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<tr>
<td>Final Exam</td>
<td></td>
</tr>
<tr>
<td>20%</td>
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3% of the communication grade is determined by your responsiveness to your mentor, and 2% of the communication grade is for the course orientation, explained on page 2. Cutoff points for letter grades are listed on the CAS-ILE welcome page.

Your NetMath Mentor

NetMath students are assigned a mentor who is an undergraduate student at the University of Illinois or an academic professional. You may email your mentor at [mentor@netmath.illinois.edu](mailto:mentor@netmath.illinois.edu). The mentor is your primary contact for course support. **Weekly communication with your mentor is required and counts for part of your overall course grade.** You should maintain email contact at least once a week, even if you do not have any course issues. Both your mentor and other mentors will grade and provide feedback on your CAS-ILE assignments including questions to think about for your next attempt. We encourage you to ask any follow-up questions you may have. For additional course questions, you may contact the course TA listed on the CAS-ILE welcome page.
**Course Orientation**

After reading through the welcome page documents, you should start working with the problems in Lesson 0: Getting Started. As you work through Lesson 0, write down any questions or concerns you have about the course. After you have completed Lesson 0 and have some questions prepared, you should schedule a course orientation with your mentor.

Your course orientation takes place in the [Mentor Chat Room](http://netmath.illinois.edu) and can be scheduled at an agreed time with your mentor. The course orientation is worth 2% of your overall communication grade. To receive credit, this orientation must be scheduled within two weeks of your official course start date. During the orientation, your mentor will provide a course overview, examine how to complete coursework, and answer any questions you may have. After the orientation, the mentor will record your attendance and you will receive the 2% credit.

**CAS-IKE Assignment Grading**

*The assignments for your course are the Try It and Literacy notebooks shown on the left side of your CAS-IKE course page.* Each assignment is scored out of 20 points, 10 points for correctness and 10 points for explanation. To receive full credit for an assignment, you must provide a written, detailed explanation in a text cell for each problem explaining your solution process. Having only numbers and/or formulas for a solution is worth half of the credit. If there are graphics that need to be included, they should be detailed and recognizable. Mentors are allowed to give you another attempt on completed assignments. **Incomplete assignments are not given a second attempt.** When you revise an assignment, please make your corrections in separate cells below the feedback given by the mentor.

**CAS-IKE Support**

CAS-IKE is an online learning system that occasionally encounters some glitches. If you have an issue with your CAS-IKE account, or you notice a Server Error issue that your mentor is unable to resolve, please contact the NetMath Tech Team at [tech-staff@netmath.illinois.edu](mailto:tech-staff@netmath.illinois.edu).

**Disability Services**

Any student who feels he/she may need academic or access accommodations based on the impact of a documented disability should contact us at [instruction@netmath.illinois.edu](mailto:instruction@netmath.illinois.edu).

**Proctoring Exams**

Proctoring options for NetMath students are at [http://netmath.illinois.edu/proctors](http://netmath.illinois.edu/proctors). For students off campus, please verify that the proctor has agreed to be a proctor for you and that they will be able to receive your exams at the institutional address. NetMath exams are sent via UPS to both domestic and international offices. **You must bring a postage-prepaid envelope to each exam. Postage should be sufficient to mail 15 pages (8.5 by 11) for EACH exam taken.** Put your proctor on the return address, and the proctor will affix the provided address label for the NetMath program. We also recommend you add a tracking number to your envelope so you are aware when your exam arrives to the NetMath office. If you do not receive an update on your exam from Box, you may inquire about your exam by emailing [netmath@illinois.edu](mailto:netmath@illinois.edu).
**Student Inactivity**
Because NetMath mentoring resources are limited, if you do not submit your first CAS-Ile assignment (Lesson 1, TryIt 01) within the first five weeks of your course, you will be sent a notification and set to Inactive. If you wish to continue in the course, you will need to contact us at instruction@netmath.illinois.edu. For high school students, we will check on your progress near the middle of the term and if you have not completed at least 30% of the coursework, we will notify you and your coordinator and set you to Inactive in CAS-Ile.

**Course Extension**
NetMath course extension guidelines are at https://netmath.illinois.edu/extensionguidelines. High school students are not eligible for course extensions.

**Drop and Refund Policy**
If you wish to withdraw from your NetMath course, you may do so at any time during the course. A course drop/withdrawal does not show up on your University transcript. To request a course withdrawal, please go to https://netmath.illinois.edu/admissions/withdrawals-refunds and submit the NetMath Change of Status form.

**NetMath Tuition**
Your NetMath tuition bill will be sent to your University of Illinois email account. Tuition bills are sent according to a monthly payment cycle. You can check your student account by logging into your Enterprise account at https://apps.uillinois.edu/selfservice and connecting to UI-Pay. If you are unable to access your payment information, contact the USFSCO office at (217) 333-2180.

**Final Course Grade**
Your final course grade will be assigned after your final exam is graded. You are expected to complete your final exam by your official end course date. After your final exam is graded, you will be sent a Final Grade Report. *After the final exam has been taken, no additional coursework may be submitted.* You may check your final course grade online by logging into your Enterprise account at https://apps.uillinois.edu/selfservice and checking under “Academic History”.

**Transcript Information**
After completion of a course, your final grade will be recorded on your official University of Illinois transcript. For instructions, go to http://www.registrar.illinois.edu/transcripts.

**Academic Integrity**
All NetMath students are subject to the University of Illinois student code article 1, part 401 detailed at http://studentcode.illinois.edu/article1_part4_1-401.html.

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**Contact Us:**

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<th>Email:</th>
<th>Call:</th>
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<tbody>
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<td><a href="mailto:netmath@illinois.edu">netmath@illinois.edu</a></td>
<td>(217) 265 - 0439</td>
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Business hours: M - F 9am - 12pm, 1pm - 4pm CST