

REMINGTON POLICY AND PROCEDURE (RPOP)

I. Policy

It is the policy of Remington College and their affiliates, officers, employees and directors (collectively, the “College”) to verify that a student enrolled in an online course is the same student who participates in the online course.

II. Procedure

To access the Learning Management System (LMS), Remington College uses a verification procedure based on the student’s email address in the student’s master record in Anthology Student. After a student’s account is created, the student receives a notification with information about the account via email, which is sent to the email address that was provided by the student and stored in the student’s master record in Anthology Student.

When the student accesses the LMS for the first time, the student is required to change the password in order to proceed. This ensures that only the student who owns that email address has access to the password information. If a student attempts to login, but has forgotten their password, a URL is generated and sent to the same email address. The student must click the URL to change the password. This ensures that only the owner of the email address is accessing the system.

The unique username and password must be entered each time the student accesses the LMS. Only the student associated with the email address will be given academic credit for the course.