

9 January 2025

Greetings in the name of our Lord Jesus Christ, Spring '25 PHC Distance Learning Students!

I'm Dr. Matthew Roberts, the academic advisor for Distance Learning students and Director of the Distance Learning (DL) program here at Patrick Henry College. I'm delighted that you have decided to join us, and hope that you find your classes edifying and conducive to fulfilling God's call on your life! Classes officially begin next Wednesday, January 15th!

As the DL academic advisor, I'm here to help you manage your DL experience with PHC. In general, your professors will take care of questions and concerns related to your particular courses. I'm here to offer advice and approval on registration, questions about policies, and similar matters.

DL Orientation

On Wednesday, January 9th, Mrs. Anna Offman, Academic Support Specialist, myself, and some of our Spring DL faculty held a DL orientation webinar along with several DL students. Here is the link to the recording: <https://www.phc.edu/dl-orientation>. We covered much of what follows below as well as answering student questions.

PHC Email and Student Portal

If you're new to DL, you should have received from the Registrar your PHC email address and login information to access the student portal, which you can find at (campus.phc.edu/studentportal/login.asp). If you have just been enrolled in the College, you will be hearing from the Registrar (Registrar@phc.edu) shortly. If you have not received this information, feel free to email the Registrar to get this information.

All official college communications, including from your professors and the Registrar, will come to your PHC email address, so please check it regularly. Don't just rely on Canvas for communication, as it is only your professors who communicate through Canvas, and not other important departments in the college like the Registrar and Student Life. Please refrain from using your personal email address once you have your PHC email up and running. Our DL instructors will soon be communicating with you via email if they haven't already. However, if you haven't heard from him by the end of the day, Monday, January 13th, please feel free to contact them via your PHC email.

Spring Classes and Live Sessions

Each of our DL courses meet once a week for a live session (1 to 1.5 hours in length). The times are posted on the PHC DL webpage (<https://www.phc.edu/distance-learning>). They are as follows (all times are Eastern):

BIB213 Theology of the Bible II (Tim Allen, D.Ed.Min.)

Live Session: Tuesday 10:30 am – 11:30 am

CLA213 Logic (Matthew Roberts, Ph.D.)

Live Session: Thursday 2:30 pm – 3:30 pm

HIS233 History of Western Civilization II (Doug Favelo, Ph.D.)

Live Session: Monday 8:00 pm – 9:00 pm

LIT223-81 Western Literature II (Cory Grewell, Ph.D.)

Live Session: Thursday 12:30 pm – 1:30 pm

Canvas

We've entered your names into our online course platform, [Canvas](#). In the aforementioned email you were also given instructions on how to login to Canvas so that you can find your course(s). Should you have any problems with Canvas, please contact the PHC Help Desk at helpdesk@phc.edu. When you login to the student portal, you should see a link on the left-hand menu that links to Canvas. Or you can access it directly: phc.instructure.com. DL faculty have been updating their Canvas pages, getting ready for the beginning of classes.

If you are new to Canvas, please check out this [tutorial](#).

Textbooks

You should have also received information about purchasing textbooks from the PHC bookstore. This information is also typically available on the student portal. If you have questions about ordering textbooks, you may email the Bookstore at bookstore@phc.edu or call (540) 441-8860. Mrs. Kim Estep, the Director of the Bookstore, will be happy to help you with ordering your textbooks or getting online access. Be sure to do this ASAP so as to have your books in hand when classes begin next week.

Transitioning from Non-Degree-Seeking Status to Degree-Seeking Status

For those students who have been admitted as non-degree seeking students, if you are interested in applying for degree-seeking status in the future, please contact the admissions office at admissions@phc.edu.

Helpful Links

Here are some additional points of valuable information:

- As a helpful **list of contacts** for various questions, please see our DL contacts page: <https://www.phc.edu/distance-learning-contacts>.
- For **career services**, see <https://www.phc.edu/career-services>.
- In the student portal (<https://campus.phc.edu>), there is a link to PHC's **internship/job search database**.
- To listen to **PHC chapel talks**, you may access them here: <https://studentsphc.sharepoint.com/sites/Chapel>.

- **Study Support Center:** Contact ssc@phc.edu. (This service is not available for Summer DL classes).

Thank you for joining us, and I hope you have a good Spring '25 term! Please do not hesitate to contact me if you have any questions or concerns.

Flourish in the riches of Christ,
Dr. Roberts

P.S. I recommend that you pin or bookmark this email so you have quick access to these helpful resources!