

A personalized version of the following message was sent to your University email address for each DOE course you are assigned to teach. The actual email(s) you received contains information specific to your course(s).

From: Distance and Online Education [mailto:doe-admin-support@uiowa.edu]
Sent: Friday, April 10, 2020 5:01 PM
To: Fall 2020 Faculty Teaching Distance and Online Education Courses
Subject: Teaching <course number> <course title>, Fall 2020
Importance: High

Dear <faculty name>,

You are receiving this message because you are the instructor of record for <course number> <course title>, Fall 2020. Please forward this email to the course supervisor/program director as needed.

Early registration for Fall 2020 begins on April 20, 2020. If you have not already done so, please take a moment to review the course details provided for students on MyUI (<http://myui.uiowa.edu>) and notify your department administrator if any changes or updates are necessary.

Textbook information should be available to students prior to early registration. Federal legislation requires that book titles, ISBN numbers, and prices of required and/or recommended books be available to students *prior to registration*. Federal financial assistance is dependent upon UI compliance with this legislation. If textbook information for your course is not posted on MyUI (<http://myui.uiowa.edu>), contact your department administrator with details regarding required and/or recommended books.

Please feel free to reach out to our team if you need any assistance.

Thank you,

[DOE Course Administration Team](#)

Jody, Kate, Laura, Matt, Monica and Scott

