

The College of New Jersey and Performance Learning Systems

Please review the **Pre-Class Instructions for Online Students in ATutor**. If there are questions, please refer to the contact information in the document.

Please fill out the **Graduate Course Enrollment Form** which can be found through <http://www.plsweb.com> and email it to acopeland@plsweb.com or fax it to 1-610-740-3165 – Arnita Copeland. Type your name on the Student’s Signature line [or sign your name if submitted by fax](#). Please date the form. Any other forms you may require can be located through our web site under your specific college.

Class Code: DIS VCPD 520

If you have a balance due, you may call 800-862-7263 and pay with MasterCard or Visa or you may mail a check or money order payable to Performance Learning Systems, Inc., to:

Kelly Strader
PLS
72 Lone Oak Drive
Cadiz, KY 42211

You may also email permission [for PLS to charge the balance due to](#) the credit card used to put down the deposit. [Send the email](#) to Kelly at kstrader@plsweb.com. Your card will not be charged without permission.

Please review the TCNJ Transcript Information at: <http://tess.tcnj.edu/choice.htm> and follow the instructions carefully.

Enjoy your online learning experience.