

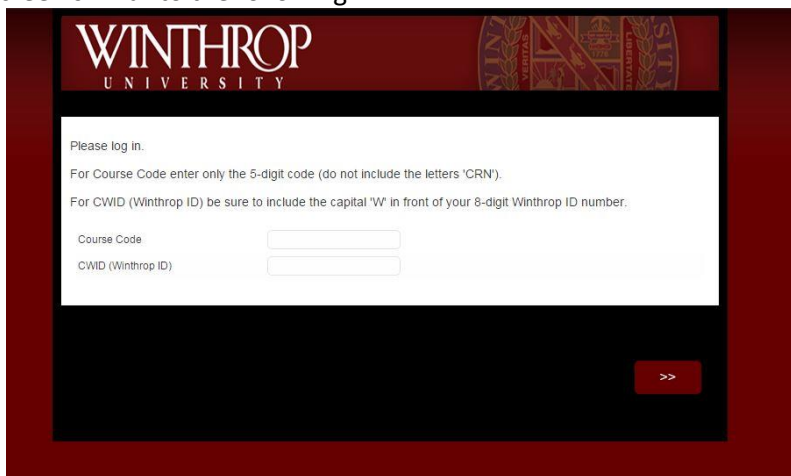
**Winthrop University**  
Student Course Evaluation Instructions  
College of Arts and Sciences

Dear Student,

Thank you for taking time to complete a course evaluation. Course evaluations are an important part of our on-going efforts to offer you the best possible education. The evaluation form is not long and provides your instructor valuable feedback.

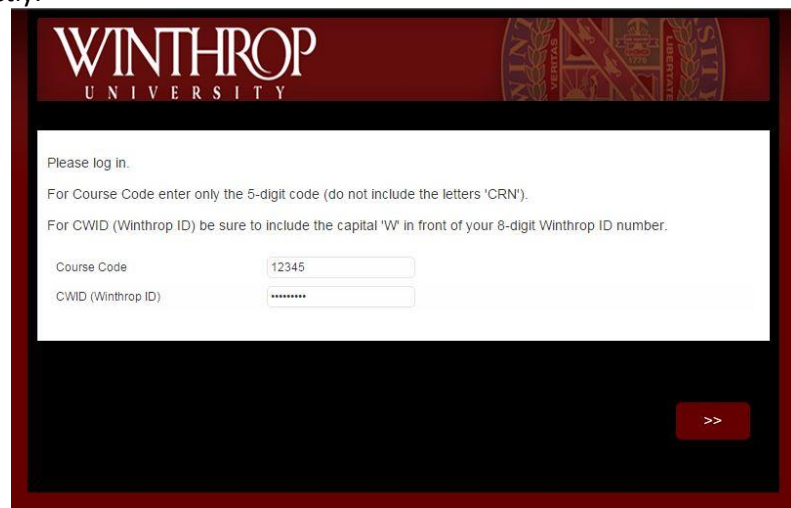
Instructions:

1. Information from your instructor or department: Your instructor or department will provide you with information on how to take the course evaluation. This information will include a webpage URL and a course code. If you have not received this information, please contact your instructor or department personnel.
2. Navigate to the course evaluation webpage: Your department or instructor has provided you with a webpage URL which will take you to our evaluation form. Click on this link, or enter it into your browser address window. You should see a screen similar to the following:



If not, check to be sure that you entered the URL correctly.

3. Enter login information: In order to login to the course evaluation, you must provide the five-digit code provided by your instructor and your Winthrop student ID number (CWID). It is essential that you enter this information correctly.



For your course code, enter ONLY THE FIVE DIGITS of the code. For your CWID, be sure to include the capital 'W', followed by your eight digit number. Do not leave a space between the W and the eight digits.

4. If you have difficulties, please be sure that you have entered information correctly. If you are certain that you have correctly entered the login information, and still encounter difficulties, please consult with your instructor or departmental staff.