January 3, 2014

Dear Central Connecticut State University Student,

As part of our comprehensive awareness program to reduce high-risk behaviors, Central Connecticut State University (CCSU) requires every student new to Central to complete the AlcoholEdu for College and Haven online course. We are committed to your personal and professional development and that of your peers -- in the classroom and in the community. This is not an over-simplified, lecture style course; it is a thoughtful educational program for adults focused on important issues that matter to our community. This science-based, non-opinionated course relies on proven prevention theories and educational strategies to help students understand the many aspects of sexual assault and alcohol issues.

Whether you drink or not, AlcoholEdu for College and Haven will empower you to make well-informed, safe decisions about alcohol, as well as help you cope with the drinking behaviors of peers. This course will also help you to better understand the facts about sexual assault. Students, both men and women, can do a lot to reduce the incidence of sexual assault by monitoring their alcohol consumption, and by becoming more aware of those factors that can contribute to rape and sexual assault.

The surveys measure overall alcohol-related attitudes and behaviors of you and your classmates. All survey responses are strictly confidential. Be assured, the University will not receive individual student information. We will only receive statistical results for the entire group. This makes it safe to provide truthful answers.

- You can access the course online beginning January 10, 2014.
- Part 1 (Modules 1, 2, 3, & 4) is to be completed as soon as possible and takes approximately 2-3 hours. You may log in and out during the course, following the attached instructions. The passing score is 75. You will have completed Part 1 when you have finished Survey Exam 2. The deadline for completing Part 1 is January 31, 2014.
- About 30 days after you complete Part 1, you will receive an email asking you to complete Part 2. It is a 15 minute follow up. The deadline for completing Part 2 is April 1, 2014.

Part 1 Deadline Date = 1/31/2014

Part 2 Deadline Date = 4/1/2014

To complete AlcoholEdu/Haven, you will need a computer with Internet access and audio capabilities. If you do not have access to the Internet, please use public access (for example: your town library or a cyber café). On the CCSU campus, those without computers will have the option to complete this course in the Marcus White Computer Lab.

Please see the reverse side of this letter for your AlcoholEdu/Haven login ID and instructions on how to access the course.

We look forward to seeing you on campus. If you have any technical questions about the program, please contact the AlcoholEdu/Haven Technical Support phone line at 1-866-384-9062. Other general questions may be answered by Sandra Zak, OADE University Assistant within the Office of Alcohol and Drug Education at (860) 832-1618 or rosezak@ccsu.edu.

Very truly yours,
Laura Tordenti, Ed.D.
Vice President for Student Affairs

1615 Stanley Street – New Britain, Connecticut 06050-4010 – Phone: 860.832.1601 – Fax: 860.832.1610
Student Instructions:

Remember that you can access the course online beginning January 10, 2014.

To begin AlcoholEdu for College and Haven:

1. Go to: www.everfi.com/register

   Under “New User”, enter the following Login ID: C128771A

2. Click “Sign Up.”

3. On the registration page you will have the opportunity to create your AlcoholEdu and Haven account using an email address and password of your choice.

4. **Warning**: DO NOT log out until you click the “Next” button or you will have to repeat the “Sign Up” section again. **Note**: You may log in and out of the course at the end of each section after clicking “Next.”

5. When you resume the course, log in as a “Returning User” and enter the same email address and password you created when you first logged into the course. The course will open up where you left off the last time you were logged in.

**HELPFUL TIPS**

Should you experience any technical difficulties or require support, the AlcoholEdu/Haven Online Technical Support Center is available 24 hours a day, 7 days a week.

Simply **click on the “Help” button** located in the upper right corner of every AlcoholEdu/Haven screen. You do not need to be logged into the course to access the Help Site.

Alternatively you can call the AlcoholEdu/Haven Student Technical Support phone line which is available 24 hours a day, 7 days a week at 1-866-384-9062.

Other general questions may be answered by Sandra Zak, Interim Wellness Programs Administrator, within the Office of Alcohol and Drug Education at (860) 832-1618 or rosezak@ccsu.edu.

If you need to use a computer at CCSU, the Marcus White Computer Lab is available. To access a PC in the Computer Lab, you will need your Blue Chip ID (student ID card) to enter the lab and a BlueNet account (username) and password to log onto a computer. If you need help, call the CCSU Help Desk at (860) 832-1720. You will need to provide your own headphones when using a PC in the Computer Lab.