



## **IMPORTANT INFORMATION**

### **MEMO**

**TO:** Master's Students  
**FROM:** Program Office  
**DATE:** July 2018  
**RE:** Electronic Library Training

This is to inform all new master's students that you will be required to complete the electronic library training online. You can access the training by logging on to:

<http://nova.campusguides.com/e-train>

Please complete the training **no later than Friday, Aug 31, 2018.** In order to verify that all students have completed the training, we are requesting that you complete the form below and email it to: [qnancy@nova.edu](mailto:qnancy@nova.edu)

Thank you for your attention to this important matter.

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### **Verification of Completion of Electronic Library Training**

This is to verify that I completed the Electronic Library Training on (date) \_\_\_\_\_

Please check one:

- I am enrolled in the Clinical Mental Health Counseling program at the \_\_\_\_\_ site  
 I am enrolled in the School Counseling program at the \_\_\_\_\_ site  
 I am enrolled in the ABA program online  
 I am enrolled in the Substance Abuse program online

**Sites: Fort Lauderdale/Davie, Jacksonville, Miami, Orlando, Palm Beach, Tampa, or Online**

Student Name (please print): \_\_\_\_\_

Student Signature: \_\_\_\_\_