

Student Welcome Email Template

**Welcome to Oxford Learning Cloud!** To help you get your course off to a smooth start, we’ve provided this template for you to distribute to your students ahead of the first day of class.

Hi there,

Welcome to [YOUR COURSE NAME]. To make sure that everyone starts the semester as smoothly as possible, I wanted to share a few things with you about my course.

This semester, we’ll be using [required text/edition] and its accompanying Oxford Learning Cloud course from Oxford University Press in addition to various other resources, a list of which can be found in my syllabus. Learning Cloud will allow you to access required learning materials, valuable study tools, and assessments that will help you succeed in this course. These materials are required.

Before the first day of class, please make sure to read over the syllabus, purchase your text from the bookstore or online, and follow the instructions to register for our Learning Cloud course here: [UNIQUE LEARNING CLOUD COURSE URL]

I look forward to our meeting on the first day of class: [DATE CLASS BEGINS] in [LOCATION OF CLASS].

Sincerely,

[YOUR NAME]