Registration Information, Dates & Reminders

JESSICA PARKER, PROGRAM ASSISTANT
OFFICE OF EARLY COLLEGE PROGRAMS
High School Course Offerings Sheets for the 2016-2017 academic year due Today, February 22nd!
Registration Deadlines

- April 30th: Registration systems open
- June 1st: Deadline for applications
- June 30th: Deadline for course enrollment

Add/Drop Deadlines

- August 15th: Add/Drop begins & registration systems reopen
- September 15th: Late application deadline
- September 30th: Late enrollment deadline to add/drop with fee
Complete Registration Process

UConn Early College Experience
Online Registration Process

1. COMPLETE Consent Form
   - Work with your school counselor to choose courses.
   - Write approved courses on bottom of consent form.
   - Obtain all signatures in ink.
   - Make an electronic copy.

2. APPLY ONLINE
   (ALL students MUST submit a new application and consent form each year)
   - Go to ece.uconn.edu and click "Apply Now". Be prepared to upload the electronic copy of your completed consent form.
   - Complete all steps until you have ALL GREEN CHECK MARKS.
   - You may opt-in to receive text message NetID notifications for the next step in the process.
   - Return to Main Menu and click "Submit Application".

3. ACTIVATE or Access Your UConn NetID
   - New students: activate your NetID on netid.uconn.edu by following instructions e-mailed/texted to you.
   - Returning students: Find your NetID at netid.uconn.edu and recall your NetID password. If needed, click "Reset" under Reset Forgotten Password on the Home page.

4. ENROLL in Courses
   (It will take 3-5 business days for your application to be processed before you are approved to enroll in courses)
   - Click the link in your enrollment e-mail or visit ece.uconn.edu to enroll in your courses.
   - Log in to the Compass Enrollment Center with your activated NetID and password.
   - Add all Fall and Spring courses to your shopping cart. All full year courses will be listed under fall 2016.
   - Validate and enroll

5. PAY Your Fee Bill
   - Once enrolled, monitor your e-mail for your notification of new charges.
   - Use link in e-mail to pay online.
   - Go to ece.uconn.edu for all payment options.

ece.uconn.edu
For Detailed Registration Instructions

APPLICATION DEADLINE: June 1, 2016
ENROLLMENT DEADLINE: June 30, 2016

Add/Drop Period
An additional $25 Add/Drop processing fee is charged to participate during the Add/Drop period.

LATE APPLICATION DEADLINE: September 15, 2016
ENROLL/DROP DEADLINE: September 30, 2016
UConn Early College Experience

Consent Form 2016 - 2017

Please read all information herein and obtain all required signatures before you start the online registration process. You will need an electronic copy of this entire form (top to bottom) to submit your online application successfully.

DEADLINES
Registration: The deadline to apply to the UConn ECE program is June 1, 2016.
The deadline to enroll in courses is June 30, 2016.
Add/Drop Period: The deadline for late applications is September 15, 2016.
The deadline to add or drop courses is September 30, 2016.

PROGRAM FEES
3 credit course - $125
4 credit course - $160

Program fees are $35 per registered course credit plus a $20 resource fee. Please see the attached course list to determine credits per course. The University of Connecticut sends fee notifications to the e-mail address the student provides during the application process. Students are financially responsible for all courses for which they register. University standard policies on late fees, returned checks, and collections apply. All policies and procedures can be found at: ece.uconn.edu.

Adding and Dropping Courses from August 15, 2016 - September 30, 2016
A $25 non-refundable processing fee is charged during the add/drop registration period. This fee is in addition to any original program fees. Courses dropped by September 30, 2016 will result in a refund of already paid fees minus the $25 processing fee. Students are financially responsible for all courses dropped after September 30, 2016. A WAU (withdrawn audit) form must be completed for courses dropped after September 30, 2016.

Permissions
Student Legal Name
Last
First
Middle

High School Name

In signing this form, I grant permission to UConn Early College Experience, and its subsidiary units to: 1) use photographs, video, audio recordings, and/or textual material that I may appear in for use in University publications including websites, or other electronic forms of media, and 2) contact my high school or district to verify fee waiver eligibility if applicable. I confirm that I have read and agree to all terms in this consent form.

All signatures are required (BLUE or BLACK INK ONLY)
Student Signature ___________________________
Parent/Guardian Signature ___________________________
PRINT Parent/Guardian Name ___________________________
UConn ECE Site Representative or School Counselor Signature ___________________________

Approved Courses for Online Enrollment (see Course Offering list):

Please keep this list as a reference when enrolling online. You must enroll online to be eligible for UConn ECE credit.

<table>
<thead>
<tr>
<th>UConn Course Number</th>
<th>Course Name</th>
<th>Semester Offered</th>
<th>Instructor Full Name</th>
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</thead>
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<tr>
<td></td>
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<td>Fall</td>
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</tr>
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</table>

Full year courses are one UConn ECE course. When enrolling online, all full year courses will be listed under Fall 2016.

*KEEP AN ELECTRONIC COPY OF THIS FORM FOR YOUR RECORDS AND FOR USE DURING THE ONLINE APPLICATION PROCESS.
Apply Online

Deadline to apply
June 1st

Late Application deadline
September 15th

The e-mail address provided during the application is what will be used throughout the entire registration process!
Use of Student Social Security Numbers

There is more focus on requesting accurate Social Security Numbers during the online application process.

- Federal tax law requires the University to request taxpayer identification numbers.
- Students may refuse to provide their SSN, however there is a possibility the IRS may levy a $50 fine for failing to provide it.
- The University will continuously send communications requesting an accurate SSN.
- NetID activation is more efficient with an accurate SSN.
- If the student chooses to come to UConn, they will need to provide it, and will need to make corrections to their existing records.
Activate or Access NetID

Welcome to the NetID Homepage

Your NetID credentials allow you to authenticate into a wide variety of computing services at the University of Connecticut.

New to UConn or unfamiliar with the NetID system?

Frequently asked questions

HELPFUL LINKS
- Student Home
- Faculty/Staff Home
- Contact Information
- UITS Home
- UITS Security Home

netid.uconn.edu
Enroll in Courses Online

Enrollment Deadline is **June 30th**

Students log in to the Compass Enrollment Center to enroll with their activated NetID and password.

Students must enroll in Fall and Spring courses at the same time.

**Add/Drop** deadline with additional $25 fee is **September 30th**

Dropping Courses: to drop a UConn ECE course the student must do so via the Compass Online Enrollment Center by September 30th.
All students will receive their UConn ECE fee bills via e-mail. They WILL NOT be mailed a paper fee bill.

Failing to receive an e-mail bill notification does not absolve the student of the responsibility of payment by the due date.

- Student e-bills will start to be generated in July 2016.
- Fall and Full-year courses have a due date of November 2016.
- Spring courses will have a due date of January 2017.
Registration Status Reports 3
Reports to make your life easy

- High School tab on UConn ECE Website, then click

- On right side of page click

- Log in with your NetID and password

- Three reports will display: Application Status
  NetID Status
  Enrollment Status
<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Application Start Date</th>
<th>Application Submission Date</th>
<th>Application Status</th>
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<tr>
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<td>Bennett</td>
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<td>Saleh</td>
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<tr>
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### Enrollment Report
Institution: ANSONIAHIG

<table>
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<tr>
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# UConn Early College Experience Registration Status Reports

This database is sponsored by the University of Connecticut Office of Early College Programs. For more information about UConn Early College Experience, please visit [ece.uconn.edu](http://ece.uconn.edu).

## NetID Report

Institution: ANSONIAHIG

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<th>NetID</th>
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<tr>
<td>Aija</td>
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</table>
Class Rosters

PLEASE BE SURE TO MONITOR YOUR CLASS ROSTERS THROUGHOUT THE ENTIRE REGISTRATION PROCESS.

Class rosters are available on Student Administration starting June 1, 2016.

Signed final class rosters are due by October 7, 2016.

- Each student must update his/her own record online by September 30, 2016.

- Final class rosters are available to be printed on Student Administration starting October 1, 2016. Instructors are required to print final class rosters, sign on the roster that it is 100% accurate, and e-mail or fax each roster to the Early College Experience Office by October 7, 2016.

UTILIZE THE REGISTRATION STATUS REPORTS THROUGH SEPTEMBER 30TH TO VIEW THE DAILY STATUS OF STUDENT APPLICATIONS & ENROLLMENTS
Helpful Resources

- Site Representative Checklist & Calendar
- Registration Guide
  - Student Checklist and Consent Form
- Video Tutorials
- UConn Early College Experience Registration Helpline
  1-855-382-UECE (8323)
- UConn Early College Experience website: www.ece.uconn.edu