ANNUAL SITE REPRESENTATIVE CONFERENCE
MARCH 2nd, 2017
AGENDA

8:30  Conference Registration
9:00  Welcome
9:10  Student Advising at UConn
9:40  Registration & Billing Overview
10:10 Course Evaluation Results & Growth Graph Updates
10:20 Break
10:30 Who are Your Neighbors Breakout Sessions
11:15 Working Lunch – Enrichment Programs & Pre-College Summer
12:00 Academic Success in College
12:30 Distribution of Registration Materials
STUDENT ADVISING AT UCONN

Katrina Higgins
University Director of Advising
REGISTRATION & BILLING OVERVIEW

Jessica Dunn, Registration Coordinator
Erin Blanchette, Billing Manager
Office of Early College Programs
High School Course Offerings Sheets for the 2017-2018 academic year due Today, March 2nd!
Registration Deadlines

- **April 24th**: 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 29th**: Late enrollment deadline to add/drop with fee
Registration Tips

Set Internal Deadlines!

- Obtain list of students with UConn ECE course on their schedule, use as reference to monitor registration
- Schedule a room with computer access (career centers, library, computer labs, etc..) and assist with online registration with blocks of students
- Encourage students to use tools on UConn ECE website (instructions, video tutorials, etc..)
Complete Registration Process

UConn Early College Experience
Online Registration Process

When registering we recommend using the following browser/computer combinations:

- Internet Explorer when using a PC
- Google Chrome when using a Mac

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 & Enroll” (Under Student Help) > “STEP 2: Apply Online” > “Apply Now”. Be prepared to upload the electronic copy of your completed consent form.
   - Create a Compass User ID and password (or login with your previously created User ID).
   - Complete all application steps until you have ALL GREEN CHECK MARKS.
   - 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 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. Once approved you will receive an e-mail to enroll.)
   - Click the link in your approval 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 approved Fall and Spring courses to your shopping cart. Check with your high school for correct course/tax designation.
   - Validate and Enroll (class successfully added to your schedule) confirmation message will pop-up.

5. PAY Your Fee Bill
   - Once enrolled, monitor your e-mail for your “Notification of New Charges”. Fall and Full-Year course fees are due by November 23, 2017. Spring course fees are due by January 8, 2018.
   - Use link in e-mail to pay online.
   - Go to ece.uconn.edu for all payment information.

Do you know about FERPA Waivers & Authorized Users?
For your parent/guardian to receive information regarding your ECE, you must complete a FERPA waiver online. If you designate your parent/guardian as an Authorized User they can log in on your behalf and receive all communications regarding your enrollment.

APPLICATION DEADLINE: June 1, 2017
ENROLLMENT DEADLINE: June 30, 2017
Complete Consent Form
Registration Tips

- Keep copies of signed consent forms
- Collect all signed consent forms and individually scan for students
- Let students know they can take a picture with their cell phone and save an electronic copy (see online tutorial)
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.**
3 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

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 29th**

Dropping Courses: to drop a UConn ECE course the student must do so via the Compass Online Enrollment Center by September 29th.
Pay Fee Bill

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 2017.
- Fall and Full-year course fees are due November 22, 2017.
- Spring course fees are generated in November 2017 and due January 8, 2018.
Billing Highlights

- Free & Reduced Lunch
  - High School Release of Information

- High School Fee Waivers/Community Eligibility Provision (CEP)

- How we notify students

- FERPA/Authorized User
Registration Status Reports
3 Reports to make your life easy

- Navigate to ece.uconn.edu
- Click High Schools tab
- Click Site Reps from the drop down
- On right side of page click the Status Reports icon
- Log in with your NetID and password

Three reports will display:  
  - Application Report
  - Enrollment Report
  - NetID Report

These reports are updated during open registration ONLY
# 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).

## Application Report

**Last Updated**: 1/24/2017 9:23am  
**Institution**: [Link]

<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>
</tr>
</thead>
<tbody>
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</tr>
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<td>05/30/2016</td>
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<tr>
<td>Janine</td>
<td></td>
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<tr>
<td>Zack</td>
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<td>09/15/2016</td>
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<tr>
<td>Samuel</td>
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<tr>
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</tr>
<tr>
<td>Leonardo</td>
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<td>05/28/2016</td>
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</tr>
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<td>Ryan</td>
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<td>06/01/2016</td>
<td></td>
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**Status**: Submitted  
**Incomplete**
Student Administration is the best place for this data!

Term:
1178
1183
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<td>Activated</td>
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<td>Activated</td>
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</tbody>
</table>
Class Rosters

PLEASE BE SURE CLASS ROSTERS ARE MONITORED THROUGHOUT THE ENTIRE REGISTRATION PROCESS.

UConn class rosters are available on Student Administration starting June 1, 2017.

Signed final UConn class rosters are due by October 6, 2017.

- Each student must update his/her own record online by September 29, 2017.

- Final class rosters are available to be printed on Student Administration starting September 30, 2017. 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 6, 2017.
Helpful Resources

- Site Representative Checklist & Calendar
- School Counselor Reference Guide
- Registration Guide
  - Registration Steps and Consent Form
- UConn Early College Experience Registration Helpline
  1-855-382-UECE (8323)
- UConn Early College Experience website: www.ece.uconn.edu
  - Sample parent letters
  - Video tutorials
  - Powerpoint presentation for use at student/parent assemblies
  - Welcome video for classroom use

UConn ECE Website will be updated in the upcoming weeks to reflect all 2017-2018 materials.
Student Ambassador Program
High School Benefits

Enthusiastic students will assist with:

- presenting benefits of UConn ECE to students and parents.
- registering students for ECE classes.
- reminding students of deadlines.
- other duties helpful to the ECE Site Representative.
Student Ambassador Program

Student Benefits

- UConn ECE covers the cost of one ECE course.
- Student receives a really cool Student Ambassador tee shirt!
- Students that complete their ambassador assignments receive a letter of acknowledgement for their college portfolio.
Student Ambassador Program
Nomination Process

- Schools should submit student names and grade level to: wendi.richardson@uconn.edu by March 15th.

- Student Ambassador requirements and forms can be found at ece.uconn.edu > High Schools > Site Representatives > Tools & Resources.

- Student nominees must submit their one-page essay and student commitment form no later than March 30th.
REGISTRATION Q & A
Research & Assessments Updates

Magda Narozniak, Program Coordinator
Office of Early College Programs
2016-2017 Numbers

Registered **11,615** students (20,587 registrations)

**1,255** course sections = 71,884 credits

About **1,230 instructors** (259 Applications last year!)

Certified instructors in **207 high schools** and actively teaching courses at **185 high schools**
Diversity of Courses

70 Courses

30 Departments

Newest Courses:
GERM 3233: Building Language Skills through German 1
GERM 3255: Studies in 20th Century German Literature
SOCI 1001: Introduction to Sociology
NEW QUICK FACTS SHEET!

UConn Early College Experience is the oldest and one of the largest concurrent enrollment programs in the United States. Founded in 1998, UConn ECE is nationally recognized as a model of academic excellence and rigor.

High School Partners

- 1,250 Certified UConn ECE Instructors
- 11,615 Participating Students
- 71,884 Credits Attempted
- 195 High School Partners

University Partners

- 5 Schools & Colleges
- 31 Departments
- 67 Courses

Full Access Homer Babbidge Library

35% of the Freshman class at Storrs is an ECE Alumni

85% Students Pass with a C or higher

Female/Male Student Enrollment: 60/40

87% Transfer Credit Rate - Not only do our credits transfer, they increase the likelihood of getting accepted at top-tier universities!

Like data? Our research page has even more numbers: www.ece.uconn.edu/research
High School Growth Graph

Actual student count at your school

Actual course count at your school

Compared with:
- County Average
- DRG Average
- School Size Average
Courses Offered
ART 1030; BIOL 1107; BIOL 1108; CHEM 1127Q; CHEM 1128Q; ENGL 1010; ENGL 1011; FREN 3267; FREN 3268; HDFS 1070; MATH 1030Q; NRE 1000; PHYS 1201Q; PHYS 1202Q; SPAN 3178; SPAN 3179

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<td>39</td>
<td>45</td>
<td>49</td>
<td>59.5</td>
<td>55.5</td>
<td>49</td>
<td>54</td>
<td>55</td>
<td>48.5</td>
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<tr>
<td>DRG B Student Median</td>
<td>39.5</td>
<td>63.5</td>
<td>84.5</td>
<td>60</td>
<td>76</td>
<td>103</td>
<td>97</td>
<td>75</td>
<td>89</td>
<td>83</td>
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<td>64</td>
<td>106</td>
<td>83</td>
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<tr>
<td>Hartford County Course Mean</td>
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<tr>
<td>DRG B Course Mean</td>
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<td>Very Large School Mean</td>
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</tr>
</tbody>
</table>

Mean & Median student numbers are provided – you decide what’s best for you to use!
Alumni Surveys

96% would recommend UConn ECE courses to current high school students.

81% were able to transfer some or all of their credit.

“Earning 13 credits that transferred to my university has enabled me to enroll in the Fast Track program and graduate an entire year earlier than my colleagues. I saved thousands of dollars by being able to do this.”
Deep Impact Surveys

96% As a result of taking UConn courses, your students developed realistic expectations of postsecondary education coursework.

87% In regards to a student's GPA, the UConn course is weighted the same as an Advanced Placement course in my school.

“The credit being awarded based on grade as opposed to a high stakes test is appealing to many students.”
Credit transfer

Surveys of alumni 1-year and 4-years out of the program

<table>
<thead>
<tr>
<th>Cohort</th>
<th>Transfer Success</th>
<th>Net Response Rate</th>
<th>Surveys Collected</th>
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<tbody>
<tr>
<td><strong>1-Year Out</strong></td>
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<tr>
<td>2010-2011</td>
<td>87%</td>
<td>11%</td>
<td>981</td>
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<tr>
<td>2011-2012</td>
<td>94%</td>
<td>5%</td>
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<tr>
<td>2012-2013</td>
<td>82%</td>
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<td>2013-2014</td>
<td>89%</td>
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<tr>
<td>2014-2015</td>
<td>81%</td>
<td>11%</td>
<td>1004</td>
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<td><strong>4-Years Out</strong></td>
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<tr>
<td>2007-2008</td>
<td>89%</td>
<td>30%</td>
<td>184</td>
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<td>2008-2009</td>
<td>90%</td>
<td>13%</td>
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<td>2009-2010</td>
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<td>2010-2011</td>
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<td>N/A</td>
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<td>2012-2013</td>
<td>88.2</td>
<td>11.4%</td>
<td>931</td>
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Alumni report a **87.5%** transfer success rate
Based on the results of the institutional survey, the In-Depth Alumni Survey, the 1-Year Out and 4-Years Out surveys (since 2013), we estimate that the credit transfer success rate of UConn ECE credits is 87%.
Course Evaluations – Best Practices

Create the College Culture in your UConn Classes

- Set aside time for students to complete the course evaluations.
- Tell your students to access the survey via a link on the website.
- A lower than normal response rate was attributed to a lack of direct access to students, as many parents enter their own email address during registration rather than the student’s email.
Credit transfer Database

Found at: http://ece.uconn.edu/credit_transfer_database
Student Advocates!

- Save syllabus
- Contact receiving institution
- Request a transcript
- Meet with advisor
- Call us with problems
New! Grade Reports

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.

<table>
<thead>
<tr>
<th>Grade Earned</th>
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<th>HDFS</th>
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Pass rates by course & school

Term: Spring 2016

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<tr>
<th>Grade Earned</th>
<th>ALL</th>
<th>CHEM</th>
<th>HIST</th>
<th>MATH</th>
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<td>35</td>
<td>3</td>
<td>16</td>
<td>5</td>
<td>10</td>
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</table>

Earned Credit/No Credit for HIST
- Earned Credit: 90.4%
- No Credit: 9.6%

Earned Credit/No Credit for MATH
- Earned Credit: 85.2%
- No Credit: 14.8%

Summary Table:

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<thead>
<tr>
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<th>HIST</th>
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<td>17</td>
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<tr>
<td>Total</td>
<td>182</td>
<td>31</td>
<td>73</td>
<td>27</td>
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<tr>
<td>Pass Rate</td>
<td>91%</td>
<td>87%</td>
<td>90%</td>
<td>85%</td>
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Pass Rate: 96%
BREAK

Head to Breakout Sessions for 10:30

<table>
<thead>
<tr>
<th>Group A</th>
<th>Group B</th>
<th>Group C</th>
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<tbody>
<tr>
<td>Room 304 A</td>
<td>Room 304 B</td>
<td>Room 304 C</td>
</tr>
<tr>
<td>High Schools with ECE enrollment between New-25 students</td>
<td>High Schools with ECE enrollment between 26-100 students</td>
<td>High Schools with ECE enrollment between 101-364 students</td>
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WORKING LUNCH

Enrichment Programs & Pre-College Summer
The Office of Early College Programs is pleased to announce that we will be awarding scholarships to exemplary UConn ECE students in three separate areas of excellence, with a total of five $500 awards given each year. Scholarships will be for:

- Excellence in the Arts, Humanities or Social Sciences (2 awards)
- Excellence in Science, Technology, Engineering or Mathematics (2 awards)
- Civic and Community Engagement (1 award)

Applications are now being accepted. The deadline for applications is **March 30th**. For more information: [ece.uconn.edu >about>Scholarships, Grants & Awards](http://ece.uconn.edu/about/scholarships,grants-awards).
UConn ECE Program Enrichment
Outstanding Faculty & Administration Awards

- Thomas E. Recchio Faculty Coordinator Award for Excellence in Curriculum and Adjunct Faculty Development
- Site Representative Award for Excellence in Program Administration
- Instructor Awards for Excellence in Course Instruction
- “Rookie of the Year” Award for Excellence in First-Year Course Instruction
- Principal Award for Program Support and Advocacy
- Award for Outstanding Research in the Field of Concurrent Enrollment

Deadline for nomination submissions is March 20, 2017.
Awards will be presented at a reception hosted by UConn ECE on April 26th.
Nominations can be submitted at: www.surveymonkey.com/r/ECEAwards2017
UConn ECE Program Enrichment

Small Classroom Grants

The Office of Early College Programs has set aside $10,000 in grants for the UConn ECE community. The purpose of this grant is to create an opportunity for classroom and community development for a UConn Early College Experience course. The Office of Early College Programs provides flexible funding to help classrooms complete projects addressing a wide variety of goals and objectives through two types of project grants:

- Classroom
- Community development

Applications for classroom grants will open on October 15, 2017

For more information: ece.uconn.edu >about>Scholarships, Grants & Awards.
Globalization Conference  
April 17th, Storrs Campus

Student Art Show  
May 15th – July 15th, Jorgensen Center for the Performing Arts, Storrs

Cardboard Boat Race  
September 2017, Avery Point Campus

French Quiz Bowl  
November 2017, Storrs
Pre-College Summer

- Started Summer 2014
- Non-Credit Academic Program
- Rising high school juniors & seniors
- Explore Academic interest and college life
- Four one-week sessions
- Twenty-Four courses
- Skill-building workshops
- Students population
- Wishbone.org
- 20% of PCS students matriculated to UConn, Fall 2016 incoming First-Year Students
ACADEMIC SUCCESS IN COLLEGE

Leo Lachut, Director of Academic Support
First Year Programs & Learning Communities
Thank you!

Visit our Website for updates and news:
www.ece.uconn.edu

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