Welcome to UConn ECE!

Being part of UConn Early College Experience (ECE) means that you are part of the University of Connecticut. By taking UConn courses through UConn ECE, you have officially started your college career and are considered a non-degree student at the University of Connecticut. There are many benefits to taking UConn courses before you matriculate to a college or university. By earning UConn credits through UConn ECE you could graduate high school with:

- Exposure to college material in a familiar environment.
- An understanding of a university’s academic requirements.
- College credits from a top-20 public university, which make you a competitive applicant when applying to college.
- An official UConn transcript, verifying highly transferable college courses and credits.

An electronic version of the Student Guide is available on ece.uconn.edu with all direct links included.

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WHAT IS UCONN EARLY COLLEGE EXPERIENCE?

UConn Early College Experience (ECE) is the University’s largest academic outreach program that allows motivated high school students to take UConn courses at their high schools for both high school and college credit. Every course taken through UConn ECE is equivalent to the same course at the University of Connecticut and is recorded on a UConn transcript. Your courses are taught by high school teachers—UConn ECE Instructors—who are certified by the UConn departments based on their academic credentials and experience. Being a UConn ECE Instructor is an elite professional credential. There are approximately 1,400 UConn ECE Instructors in the State, offering students the opportunity to take UConn courses at 208 high schools.

Established in 1955, UConn Early College Experience is the nation’s longest running concurrent enrollment program and is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP); see nacep.org for more information.

Welcome to UConn Early College Experience!
We are proud of you!
STUDENT BENEFITS

FINANCIAL SAVINGS
UConn courses through UConn ECE are offered at a greatly reduced cost compared to the identical course offered on a UConn campus. UConn ECE strives to provide substantial long-term savings for students and parents.

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<th>UConn Courses through UConn ECE</th>
<th>UConn Undergraduate Courses</th>
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<td>3 credit = $150</td>
<td>3 credit = $1,734</td>
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<td>4 credit = $200</td>
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DISCOUNT TICKETS
New this year, UConn ECE Students are eligible for special discounts through UConn Athletics as well as UConn’s Jorgensen Center for the Performing Arts. Visit ece.uconn.edu to see the upcoming discounts and free events!

ACCESS & RESOURCES
See page 12.

STUDENT EVENTS
See page 20.

REGISTRATION

Application: April 30 – June 7

Enrollment: August 15 – September 30

UConn Early College Experience Students apply to the program and enroll in courses using Compass, the UConn ECE online registration system, accessible at ece.uconn.edu. Students are required to submit an application in Compass each year they participate.

Applications are accepted April 30 – June 7. All applications are vetted by the UConn ECE Program Office before a student is approved to enroll in courses. Once an application is successfully submitted, a student will receive information regarding their UConn NetID, which will be used to enroll in courses. Students approved to enroll in courses will receive an e-mail notification on August 15 to log into the Compass Enrollment Center to enroll.

Enrollments and course changes (drops) are accepted August 15 – September 30 for Fall, Spring, and Full-year courses.

Late Application Period:
August 15 – September 16

Students have an opportunity to submit a late application with an additional $25 administrative fee between August 15 – September 16, and once approved (3-5 business days), enroll in courses by September 30.
NETIDS

A NetID is a unique identifier created by the University that allows access to University technology services. Your NetID is needed to enroll in your course via Compass, to access the Student Administration System (pay bill, view grades), and to utilize library resources, and HuskyCT. You will also use your NetID to set up your UConn e-mail account.

University Information Technology Services (ITS) will send a NetID e-mail to your personal e-mail address after you have submitted an application via Compass. This e-mail will provide you with your NetID and instructions on how to activate and set a NetID password. Your NetID is your unique UConn identifier, and should not be shared.

Memorize your NetID and password! You will need this information to access most University online services like bill pay and requesting an official transcript. If at any point you cannot find your NetID or have forgotten your password, you can visit netid.uconn.edu or call the Technology Support Center at 860.486.4357.

WITHDRAWAL

Courses not dropped in the Compass Enrollment Center by September 30 require a Withdrawal Form to be submitted and all program fees to be paid.

Students must complete a Withdrawal Form and submit it to the UConn ECE Program Office by December 12 for Fall courses and May 1 for Spring and Full-year courses, and all course fees must be paid. Students cannot withdraw from a course after the posted deadlines. The course will appear on an official UConn transcript with a WAU or W as a final grade. Students do not earn credit for withdrawn courses, nor will the course impact a Student's grade point average (GPA). If a Student does not submit a completed Withdrawal Form by the posted deadline, the Instructor will calculate the Student's grade according to the grading rubric applied to all Students in the course, averaging zeros for all work not submitted.

For additional registration information and tutorials visit: ece.uconn.edu or call the Registration Helpline at 1.855.382.UECE.
FERPA

As a UConn ECE Student, regardless of your age, you are included in the University’s Family Educational Rights and Privacy Act (FERPA) policy. Under the FERPA policy, you have a right to expect that information in your education records will be kept confidential and will be disclosed only with your permission or under provisions of the law. For purposes of compliance with FERPA, the University considers all students, regardless of age or tax dependency status to be independent. To better understand the law, visit ferpa.uconn.edu.

If you would like to grant parents or guardians access to certain information about your academic and other University records, there are three different access types. You may designate a parent/guardian as a FERPA Designee to speak with the University, assign them as a Delegate in SAS, or designate them as an Authorized User in SAS. Visit ece.uconn.edu for detailed instructions.

STUDENT ADMINISTRATION SYSTEM

The University of Connecticut's Student Administration System (SAS) manages your UConn student record.

In SAS you have access to:

- View your course enrollment
- Pay your course fee bill
- View your course grade
- Assign a Delegate, such as a parent, for access to your educational records
- Add an Authorized User, such as a parent, for payments

To access SAS, visit studentadmin.uconn.edu. You will need your NetID and password to log in. For help and available tutorials on the various features, visit ece.uconn.edu.

Most universities and colleges throughout North America use similar SA systems, so getting accustomed to using this to manage your records is good practice.
**PROGRAM FEES**

By registering for a UConn course through UConn ECE, you have a financial obligation to the University of Connecticut and are subject to billing policies similar to those used for all UConn students. **UConn Early College Experience program fees are $50 per registered course credit.**

All fees are applied to Student accounts upon successful course enrollment, and bills are issued directly to Students via e-mail. All Students are billed by e-mail notification only. Failure to receive an e-mail bill notification does not absolve you of the responsibility of payment by the due date. You may view any term fee bill by accessing your student account in the Student Administration System.

- Fall and Full-year course invoices are issued between August and September and are due **November 7**.
- Spring course invoices are issued in November and are due **January 8**.

An additional $25 non-refundable administrative fee is charged for late applications submitted between **August 15** and **September 16** and must be paid by **November 7**.

You may pay your invoice online through the University’s Student Administration System by credit card, e-check, or through online banking. Checks or money orders are accepted in person or by mail. Returned checks will result in a $25 returned check fee.

It is important to pay your invoice by the date shown on the bill in order to avoid a $50 late fee for each semester that a bill is not paid in full by the posted fee bill due date. Failure to pay your program fees will result in a hold on your academic record and eventual collection proceedings.

**REFUNDS/ WITHDRAWAL**

Refunds of previously paid fees (minus the $25 administrative fee, if applicable) will be issued to students who paid for and then dropped a course online by **September 30**. Students are responsible for all program fees for courses dropped after September 30. See page 6 for additional information on withdrawing after September 30.

**PROGRAM FEE WAIVERS**

Students who take part in the Federal Free/Reduced Lunch Program are eligible for a full program fee waiver. Contact your school counselor for more information. Documentation verifying eligibility for the Free/Reduced Lunch Program and income verification forms for participating CEP schools must be submitted by the high school. Documentation must be submitted via e-mail to ecebilling@uconn.edu by **November 7** of the school year in which the student is taking the course. For more information visit our Program Fees page on [ece.uconn.edu](http://ece.uconn.edu).
ON-CAMPUS RESOURCES
As a UConn ECE Student you have access to:
• The Q Center (Qualitative Learning Center)
• The W Center (Writing Center)
• The Major Experience (TME)
• Academic Achievement Center (AAC) Workshops
Visit our website for additional resources available to you.

ACADEMIC INTEGRITY
As a UConn ECE Student, you must adhere to the academic integrity policy set by the University of Connecticut. This includes UConn policies that have been created for academic misconduct, plagiarism, misrepresentation, falsification in research and computer violations. For a complete policy listing, please visit the Community Standards website at community.uconn.edu.

LIBRARY ACCESS
As a UConn ECE Student you have access to the largest public research collection in the State. You can use the UConn Library at lib.uconn.edu to find full text scholarly resources for research needs, as well as many self-help research tools and guides. Use the Library’s online chat reference service “Ask a Librarian”, to receive real-time help with research questions. Students can borrow up to 150 books from any UConn Library, and are able to request books and articles not owned by the UConn Library through Interlibrary Services. To use Library services, you must have an active NetID and have set up a UConn Gmail account. The Library can only send notifications, including Interlibrary Services communications and documents, via your UConn Gmail account.

TECHNOLOGY RESOURCES
UCONN G SUITE (GOOGLE APPS)
Set up and utilize your UConn G Suite which includes Gmail, Docs, Drive, and Calendar. Once set up, you may use your e-mail address to sign up for a variety of educational discounts.

UCONN ANYWARE SOFTWARE
As a UConn ECE Student you have access to University-licensed software from any device with a network connection. This includes free download of Microsoft Office and Windows for home use. You will need your NetID and password to access any software.

HuskyCT
Your Instructor will inform you if they will be utilizing this online learning management system called HuskyCT for your UConn ECE course.
GRADING

When your UConn course has concluded, your grades will be posted on the Student Administration System. Your Fall course grades will be available by February 15. Your Full-year and Spring course grades will be available by July 1.

As of Fall 2019, students are graded on an A–F scale. The grade earned will appear on your official UConn transcript as reported by the Instructor. Students who wish to withdraw from a course after September 30 must submit a completed Withdrawal Form by the posted deadline, otherwise the Instructor will calculate your final grade according to the grading scheme applied to all Students in the course, averaging zeros for all work not submitted. See page 6 for additional information on withdrawing after September 30.

You may notice that your high school grade and UConn grade differ. It is possible that two different grades are awarded for the same course. Your high school grade is determined by your high school while your UConn course grade is determined by the grading rubric set by the University department. If applicable, the difference should be identifiable between your high school and UConn course syllabi.

Some UConn courses are prerequisites for other courses. If you are enrolled in a sequence course (example, MATH 1131Q & MATH 1132Q) you must pass the first course of the sequence with a C or higher in order to continue in to the second course. If you do not pass the first course of the two-course sequence, the second course of the sequence will be automatically dropped from your record and you will be refunded any paid course fees. For information about continuing to the second course in the sequence and for a full list of sequential courses, visit our Courses page on ece.uconn.edu.

COURSE EVALUATIONS

As your course comes to a close, you will receive an e-mail to your personal e-mail address with directions on how to complete an online course evaluation. Course evaluations allow you to provide insight to key course aspects and are considered an important resource that enables the program to continuously improve. Please take a moment to complete your course survey by the published deadline in order to best serve future students of the program.

SCHOLARSHIPS

Students who participate in UConn ECE can apply for individual Student scholarships to be used towards their future college education. UConn ECE awards five scholarships annually to exemplary Students in their senior year (in high school) who have not only earned high grades, but also applied their classroom learning to a larger project. Scholarships are awarded in three areas: Art, Humanities, or Social Sciences; Science, Technology, Engineering, and Mathematics; and Civic & Community Engagement. For more details visit our Scholarships page at ece.uconn.edu.
AMBASSADOR PROGRAM

The Ambassador program allows current UConn ECE Students the opportunity to support their school counselor as a peer mentor who helps in the process of UConn ECE student registration. This is an important leadership opportunity which requires a very outgoing student who will engage with their peers – communicating the benefits of UConn ECE to the next generation of students, supporting student registration by arranging for afterschool registration periods and/or speaking at class assemblies. For additional details, please see your high school counselor.

CREDIT TRANSFER

UConn Early College Experience credits transfer to other institutions about 87% of the time. You do not need to attend the University of Connecticut to have your courses recognized. While we cannot guarantee course recognition on behalf of another university, we strive to make the transfer of credits from one institution to another as simple as possible.

When transferring your credits, UConn ECE recommends following these important steps:

- **Explore our Credit Transfer Database.**
  Visit [ece.uconn.edu](http://ece.uconn.edu) to find the likelihood of your UConn credits transferring to your university of choice.

- **Contact colleges and universities directly.**
  If you already know the institutions to which you plan to apply, contact them directly to see where transcripts should be sent and whether UConn transfer credits are accepted.

- **Check your grades.**
  Make sure grades have been posted in SAS before requesting your UConn transcript to be sent to another institution.

- **Request a transcript.**
  See page 18.

- **Save syllabi.**
  Colleges and universities might request a copy of your course syllabus to assure course comparability. Hold onto a copy for your records.

- **Speak to a college advisor.**
  If your course was not automatically transferred when a transcript was provided, do not give up! Advocate for yourself with your academic advisor or even the department head to see if there is more information that needs to be provided in order to have the credit recognized.

- **Contact UConn ECE Program Office.**
  If a college is requesting program or course details that you cannot provide, contact us at 860.486.1045. We are here to help!

There are many ways that universities recognize courses. Courses may be fully transferable into a program of study or you may be granted an exemption from taking a similar course. Courses may be used towards fulfillment of a prerequisite, allowing you to take more advanced courses as a first-year student.
REQUEST A TRANSCRIPT

You can have your UConn transcript sent to another institution, but you must request your transcript as they are not sent automatically. Students should wait until the Instructor has submitted a grade to request a transcript. Your Fall course grades should be available by February 15, and your Full-year and Spring course grades should be available by July 1.

Check your grade: (OPTIONAL)

1. Go to studentadmin.uconn.edu with your NetID and password.
2. Click Self-Service > Student Center.
3. Under Academics select grades from the drop down menu.
4. Select Term to view and click the Continue button.
5. Click the Class Title to review details about the course.
6. Click the Change Term button to view grades from a different semester.

Request a transcript:

1. Contact your new registrar and ask where a transcript should be sent.
2. Go to ece.uconn.edu and follow the instructions to request a transcript.

Plan on attending UConn? As a UConn ECE Student coming to any UConn campus for your undergraduate career, you will automatically have all your non-degree work (Pending Classes) from UConn ECE noted on the non-degree portion of your official UConn transcript. You will have to meet with an academic advisor to decide one of two options: (1) elect to move your earned UConn ECE credit to the degree portion of your official undergraduate transcript (which means that you accept the credit) or (2) leave the credit on the non-degree portion (meaning you reject the credit). Talk to your UConn advisor or visit nondegreedecisions.uconn.edu for more information.
The University of Connecticut hopes that you will stay in touch during your college years and beyond. As a UConn ECE Alumnus, you will see the benefit of having earned college credits while in high school. As a college student, you should have more flexibility in your course schedule and increased opportunities throughout your college career.

As a former UConn ECE Student, you will be asked to complete a survey one year and four years after graduating from high school. The survey will focus on UConn ECE and how the program may have benefited you in furthering your education. Be honest! Surveys are one of the best sources of data to help improve the program.

Opportunities exist for UConn ECE Alumni to share their experience with current high school students. For more information on how you can share your experience with others, contact the UConn ECE Program Office at 860.486.1045.

Upon successfully completing your UConn course(s) through UConn ECE we encourage you to create a LinkedIn profile and join our UConn ECE Alumni Community. This will allow you to connect with other UConn ECE Alumni, and you may even find Alumni at your future college. You can ask students for advice, meet people in advance of attending school, and be notified of networking events that will help you professionally.

Keep an eye out for exciting UConn ECE Student events that occur throughout the year!