

## EARLY COLLEGE EXPERIENCE Compass Enrollment Center Process

# Step 4 ENROLL

## Before you enroll, be sure to activate your UConn NetID and set a password.

Once your application is approved, you will receive an e-mail invitation to enroll in courses on August 11. For late applications, it will take approximately 3-5 business days for a submitted application to be reviewed and approved before an enrollment e-mail is sent.

Use your activated NetID and password to enroll in your Fall, Spring, and Full-year courses.

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





# Navigate to ece.uconn.edu

# CLICK → Students & Parents

Apply & enroll, pay your bill, access your account, browse the transfer credit database, request a transcript, and more. Become an instructor, roles & responsibilities, benefits, professional development, tools & resources, scholarships & grants, and more.

Become a partner, site representative information, benefits, policies & procedures, registration information, and more.



# **CLICK** $\rightarrow$ Apply and Enroll

#### **STUDENTS & PARENTS**

UConn Early College Experience (ECE) is your opportunity to take UConn courses in the comfort of your own high school classroom. You will take college courses in a familiar setting, simultaneously earn high school and college credit, and pay a fraction of the cost it would be to take the same courses on a college campus. By taking UConn courses through UConn ECE, you will officially start your college career as a non-degree student.







ADVISING DODTAL



ENTER→ Your NetID & Password

# - CLICK $\rightarrow$ Login

To find or activate your NetID, go to <u>netid.uconn.edu</u>

For assistance activating your NetID or resetting your NetID password, please go to <u>netid.uconn.edu</u> or you may also send an e-mail to <u>techsupport@uconn.edu</u> with your NetID, name, and e-mail address. You can also chat with a live representative at techsupport.uconn.edu and use their live chat feature.

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Welcome:	Compass Student Center		Logout
	1 Search & Select	2 Validate & Enroll	
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1 Search & Select Classes	Institution: Campus: University of Connecticut V Off-campus V	Academic Career:	Catalog Number: Class Nbr: Status: Term:
Select the Fern and your cocation  Select your Classes  Click Add to Cart  S. Repeat steps 1-4 to add Spring classes  Click Next Step	SELECT_HS		Subject:
Validate & Enroll in Classes 1. Select the Classes in which you would like to enroll 2. Cick Validate Classes 3. Resolve Validation Errors (#required) 4. Click Enroll			
Compass Student Center Use the Compass Student Center to: Drop unwanted classes from your schedule View a printer-friendly version of your Class Schedule			
	For assistance see video tutorial. For Still need help? Contact the Early College Exp	more information go to ece.uconn.edu/registra perience Office at 1-855-382-8323 or e-mail ece@	<b>tion</b> Iconn.edu

1 Search & Select

# VERIFY

- Institution:
  University of Connecticut
- Campus: **Off-campus**
- Academic Career: Undergraduate



## CHOOSE

the term your course is offered from the drop down menu

#### For Fall courses SELECT Fall 2020

For Spring courses SELECT Spring 2021

For Full-year courses CHECK with your high school for correct course/term designations



CLICK → The magnifying glass
 SELECT your high school (DO NOT TYPE IN THIS BOX)

\*You must select your high school by using the magnifying glass and selecting your high school from the drop down menu.

 $\sim$  CLICK  $\rightarrow$  Search



CLICK→ the checkbox corresponding to the course(s) you are enrolling in

For assistance see video tutorial. For more information go to ece.uconn.edu/registration Still need help? Contact the Early College Experience Office at 1-855-382-8323 or e-mail ece@uconn.edu



## $\sim$ CLICK $\rightarrow$ Add to Cart



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3. Resolve Validation Errors (it/required) 4. Click Enroll		HIST	1502	816D	U.S. History Since 1877	Scudder,L R.	11186	3.00	Details
		SPAN	3179	819	Spanish Conv: Cultural Topics	Magennis,Gina Dinorah	11156	3.00	Class
Compass Student Center Use the Compass Student Center to: Drop unwanted classes from your schedule View a printer-friendly version of your Class Schedule	<table-cell> De</table-cell>	Add To	o Cart			Next Step	5		e statio

Once all Fall 2020 & Spring 2021 courses are added to your shopping cart

 $\sim$  CLICK  $\rightarrow$  Next Step



2 Validate & Enroll CLICK → the checkbox for all courses you are enrolling in

# CLICK → Validate Classes

Note: UConn ECE courses do not require permission numbers. Leave the Permission Nbr box BLANK.

	We recommend the following browser/computer combinations: INTERNET EXPLORER when using a PC OGLE CHROME when using a MAC			CHECK the validation
Welcome: Compass Online Enrollment Center 1 Search & Select Classes	Compass Student Center      1    Search & Select    2    Validate & Enroll      Validate Classes and Enroll:      Academic Institution: University of Connecticut      Select All    Select All    Class Description    Class Mumber    Instructor Name    Units      Eall 2017    HIST    1501    United States History to 1877    15481    Scudder,L.R.    3.00	Logout        Permission Nbr      Related Class Number 1      Related Class Number 2      Class D        Class D      Class D      Class D	etails Validation Result etails VALIDATED <table-cell></table-cell>	with a green $\checkmark$
1. Select the Term and your Location  2. Cick Search  3. Select your Classes  4. Click Add to Cart  5. Repeat steps 1-4 to add Spring classes  6. Cick Next Step  Validate & Enroll in Classes  1. Select the Classes in which you  would like to enroll  2. Cick Validate Classes  3. Resolve Validation Errors (theyated)  4. Cick Enroll	Spring 2018    HIST    1502    U.S. History Since Form    Constraints    Soudder L R    3.00      Select All    Delete Selected    Revalidate Classes    Next Step: Enroll	Class D	etails VALIDATED	CLICK→ the checkboxes for all courses you are
				enrolling in CLICK $\rightarrow$
				Next Step: Enroll



CHECK the validation result is ENROLLED with a green

**CONGRATULATIONS!** You have successfully completed <u>Step 4 of 5</u>.

Be sure you are enrolled in all your Fall, Spring & Full-year courses by September 30, 2020.

To Drop a Course see Image 18

CLICK→ Compass Student Center to view your class schedule

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To DROP a course: - CLICK -> Compass **Student Center**  $CLICK \rightarrow the$ checkbox next to the course(s) you are dropping  $CLICK \rightarrow Drop$ **Selected Classes** 

A message will appear in the status column: *This class has* been removed from your schedule

Image 18

CHECK your e-mail for correspondence from the UConn ECE Program Office regarding



Fall & Full-year course fee bills are e-mailed upon successful enrollment in August & September and are due November 7, 2020.

Spring course fee bills are e-mailed in **December and due January 8, 2021.**