Create your DualEnroll.com Account

You can create your account using a computer, tablet or smart phone by going to:

https://uconn.dualenroll.com

Click on the CREATE MY ACCOUNT button on the right side of the page.

Complete the New Student Account Creation page to create your account. Complete the required profile information including your high school, login name and password. All fields marked with a red asterisk (*) are required. You must provide a unique email account or cell phone number to create the account. (Do not use a parent email or cell for these fields as they will be required later in the process).

Once you click Create Account, you will receive either a text message with an activation code or an email with a link to activate your account. You must confirm your account before you can proceed with the enrollment process. If using email, be sure to check your junk/spam folder for the email.

Once you activate/confirm your account it will automatically log you into UConn.DualEnroll.com where you can apply & register.
Complete Your Application

There are five pages to complete in the UConn ECE application process. Completed pages are listed in green under Application Steps, and the current page is shown in orange. Complete all required fields which are marked with an asterisk and click the update button after completing a page.

Student Address page: It is very important that you provide YOUR student information. This data will be used to create your student account with the University of Connecticut.

Student Demographics

Terms and Conditions: Please read and acknowledge the terms and conditions. You are agreeing to abide by these terms.

Parent Information: Please provide your parent/guardian contact information and preferred method of contact. Your parent/guardian will be asked to provide consent and possibly payment before the registration is completed with UConn ECE. The parent contact information must be different than the student’s.

High School Information: Please provide your current high school grade level and if you have taken UConn ECE courses in the past.

You can always go back and edit any of the pages by clicking on your Profile tab at the top of the screen.

Your application is now complete, and you will be prompted to register for courses.
Now that your application is complete, it will prompt you to register for your courses.

The tabs at the top of the screen will bring you to different pages. **Profile** will take you to information you entered when creating your account, **Status** will show you the status of any existing registrations, and the **Courses** tab will show you all courses currently available to you.

Under the **Courses** tab, the course finder shows you which courses are being offered to you for the current year.

Be sure to enroll in all Fall, Spring, and Full-year courses now, as this is the only registration period for the year.

Use any of the filtering options on the left to narrow down your search. The **BY KEYWORD** filter is useful to look for courses by title; you can search by any part of the course title.

Click on the **title link** to select a course. The system will display detailed information about the course including the sections offered.

This Course Selection Includes Two Courses

This selection includes two courses that are taken consecutively at the high school. It includes the fall and spring section of the course, and you will be charged the course fees for both courses.

Some courses are taken consecutively and include the associated Spring course in the enrollment request. If that is the case, you will receive a pop-up message informing you of this.

The course detail page will provide additional information about the course and will show all available sections. Pay special attention to the section you select to make sure you are choosing the right option.

Next, click the **<Register>** button for the desired section. This will initiate the registration process. If you select a course or section by mistake, you can go to the status screen and use the **[abandon]** option to cancel the course/section.

The system will display a prompt to select your next action: **Select Another Course**, **View Registration Status**, or **Logout**.
To Return to Login to UConn.DualEnroll.com
To update profile info, check your registration status, update your course schedule, etc.

If you've forgotten your username or password, use the link on the login screen to retrieve your username and/or reset your password. You can also enter a Help Desk ticket by clicking the red Help Desk button in the upper right corner of the screen.

To Drop between August 17, 2021 - October 6, 2021

If your Fall, Spring or Full-year course schedule has changed and you need to add or drop a course, be sure to log in to your UConn.DualEnroll.com account between August 17, 2021 and October 6, 2021 to add or drop the necessary course(s).

Any paid program fees for dropped courses during this time will be refunded.

Click on Status on the top menu bar and then Drop next to the course you wish to drop. An approval step will be sent to your Site Representative to finalize the drop.

To Withdraw after October 6, 2021

Courses not dropped in UConn.DualEnroll.com by October 6, 2021 require a Withdrawal request to be submitted through the UConn ECE website. Withdrawal requests are NOT processed through UConn.DualEnroll.com.

Program fees for courses dropped after October 6 are non-refundable.

Students must complete a Withdrawal request on the UConn ECE website by December 12 for Fall courses and May 1 for Spring and Full-year courses. Students cannot withdraw from a course after the posted deadlines. 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 complete a Withdrawal request 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.