



Online & Academic Outreach

UNIVERSITY OF COLORADO
COLORADO SPRINGS

Online & Academic Outreach	
Office:	719-255-3498
Toll free:	800-990-8227 x3498
IT Helpdesk:	719-255-4357
E-mail:	outreach@uccs.edu
www.uccs.edu/outreach	

CU Succeed Online with Instructor Katy Sebbin

- ✓ **Registration Closes: August 30, 2024**
- ✓ **Class starts on September 3, 2024**

Class Number: 40025	COMM 1080 CU50 – Exploring Computer Technology	3 credit hours	Cost: \$550 <i>check with school district to see if they will pay the tuition</i>
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Have you enrolled in an undergraduate-level course at UCCS in the past 3 semesters?

- If yes, you already have an active myUCCS Student Portal. Skip to STEP 3.
- Forgot your myUCCS Student Portal username/password? Reset password at: <https://accounts.uccs.edu> or call our IT department at 719-255-4357

STEP 1 ---Apply (complete ONLY if you have never had a UCCS account or have one but have not enrolled for the past 3 semesters)

- Go to outreach.uccs.edu/apply, this is the **Academic-Outreach Students** application
 - Provide your personal information
 - From the drop-down menus select:
 - ✓ Admit Term: **Fall 2024**
 - ✓ Desired Program: **Undergraduate**
 - ✓ Undergraduate Program: **High School CU Succeed**
 - Provide answers to the education and eligibility questions
 - Verify that the information you provided is correct. **“Submit”**

STEP 2 ---Claim Your Account



Within 24 hours of submitting your application, you should receive an automated e-mail when your myUCCS student portal account is ready. You can then proceed to <https://accounts.uccs.edu> to claim your account to access your student portal --- where you can register, pay your bill, etc.

- **Keep this username and password for future access into your myUCCS Student Portal.**
- **Please note:** automated e-mails may go to “junk mail,” depending upon your e-mail filter.
- If you have been accepted to UCCS for future degree seeking, you already have a student portal and will not receive the automated email. Log in with your existing credentials or proceed to ‘claim your account’.

STEP 3 ---Register and Pay Payment is due at the time of registration. Accounts with a balance past 30 days will incur late fees.

Log In to your myUCCS student portal, www.uccs.edu/portal

Registration ---Under “Records and Registration”

- Click on **“Register for Classes”**
 - ✓ Pre-registration verifications: address(‘Home’ address marked as ‘Local’), phone numbers, emergency contact
 - ✓ Tuition and Fee Agreement and Disclosure
- **Enter the 5-digit Class Number (the number at top left of this page) under “Search by Class Number”.** Click **“Submit Class Number”**
- Confirm the details of the course and click **“Next”**
- **Check the box** of the course you would like to enroll, under the **“Select”** column
- Click **“Add Selected Classes”**
- **Confirm the course and click “Finish Enrolling”**

Payment ---From main portal screen, click on **“View/Pay My Bill”**

- Enter the **payment amount** and **payment method** and click on **“Continue”**
 - Credit Card payments incur a 2.75% processing fee, E-Check payments do not have a processing fee
- Provide **payment information** for the selected method and click **“Continue”**
- Confirm the payment information and click **“Confirm”** ---*Print a copy for your records*



Important Dates

Registration Closes: ➤ August 30, 2024	Last Day to Drop Class ➤ October 10, 2024 <i>Student can drop the class without a 'W' (Withdrawal) on their transcript</i>	Last Day to Drop Class and receive a Withdrawal (W) ➤ December 11, 2024 <i>"W" on student record; <u>no refund</u> of tuition charges</i>
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Grading Policies for the CU Succeed Programs *****IMPORTANT, read carefully*****

Grades earned in CU Succeed courses become a part of a student's University of Colorado academic record and official transcript. Therefore, it is extremely important that a student earn at least a 'C' grade in CU Succeed courses. A grade of 'C-minus' or below could prevent a student from being admitted to any campus in the University of Colorado system, regardless of the student's high school GPA or college entrance exam scores. A 'C-minus' corresponds to a GPA of 1.70, and students must have a minimum of a 2.0 University GPA to be admitted to or remain in good standing at UCCS. To drop the course with a full refund of tuition, email dualcredit@uccs.edu by September 14, 2020. To withdraw from the course (student will receive a 'W' and there is no refund of tuition charges), email dualcredit@uccs.edu by the date at the top of this page.

Upon completion of high school, an official UCCS transcript can be ordered by visiting:
<http://www.uccs.edu/registrar/transcripts.html>



Colorado Guaranteed Transfer (GT) Pathways General Education Curriculum

GT Pathways courses, in which the student earns a C- or higher, will always transfer and apply to GT Pathways requirements in every Liberal Arts & Sciences bachelor's degree at every public Colorado institution. Note that these courses may not apply to some bachelor's degrees. You should always seek advising from the appropriate advisor at the college or university you plan to attend to ensure you are selecting the appropriate coursework for your degree and to ensure it will apply to those degree requirements.

An example of Guaranteed Transfer: HIST1530 = GT-HI1. For more information regarding Colorado GT Pathways please visit: <http://higher.ed.colorado.gov/Academics/Transfers/Students.html>



Cost of this CU Succeed course

The tuition for CU Succeed Online courses is \$550. This cost is substantially less than if the course was taken on the UCCS campus or through the regular UCCS Online system. Payment is due at the time of registration through UCCS. Late fees may be applied to past due balances. **Due to this low tuition rate, CU Succeed classes are not College Opportunity Fund (COF) eligible.**

FERPA

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA deals specifically with the education records of students, affording them certain rights with respect to those records. Please understand UCCS cannot discuss your account with your parents or guardians unless the FERPA Consent is signed and filed by you, the student.

<https://www.uccs.edu/registrar/ferpa-consent-to-release/ferpa-faqs>

Office Contact Information: **E-Mail:** dualcredit@uccs.edu **Phone:** (719) 255-3498