Student Guide
Guide
2023-2024

UCONN

EARLY COLLEGE
EXPERIENCE

TABLE OF CONTENTS

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 the 26th ranked public university, which make you a competitive applicant when applying to college.

- An official UConn transcript, verifying highly transferable college courses and credits.

- The potential for over a semester's worth of college credits.

- Significant financial savings in paying for college.

- A head start in a chosen field of study and/or a head start on completing courses that are typical general education requirements necessary for future college graduation.

- A belief in your ability to succeed in college courses.

By entering college with UConn credits, not only will you be more prepared for the rigors of college work once you are in college, you will have:

- A "cushion" of credits that may provide you with more freedom to explore your interests when deciding on a major or minor.

- A solid academic base in college-level studies.

- The flexibility to study abroad, volunteer, and/or intern with a reduced course schedule due to the accumulation of credits through UConn ECE.

- A head start on graduating in four years – saving time and money.

- A network of UConn ECE Alumni.

In short, your UConn credits are a currency that allows you greater opportunities once you are in college. Moreover, your early college experience prepares you academically and culturally for the world of higher education that awaits you.

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

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. Courses taken through UConn ECE are equivalent in course content, rigor, and collegiate expectations to the same course at the University of Connecticut and are 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 1,600 UConn ECE Instructors in the State, offering students the opportunity to take UConn courses at 189 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.

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, parents, and guardians.

UConn ECE Courses	UConn Undergraduate Courses
1 Credit = $50	1 Credit = $681
2 Credit = $100	2 Credit = $1,362
3 Credit = $150	3 Credit = $2,043
4 Credit = $200	4 Credit = $2,724

ACCESS & RESOURCES
See page 12.

STUDENT EVENTS
See page 20.

PRE-ENROLLMENT GUIDANCE

As an enrolled UConn ECE Student, you are beginning your college career. The coursework you complete will appear on your official UConn transcript and is a permanent part of your academic record.

If you are considering applying for financial aid in college or advanced professional degrees (e.g., medical, pharmacy, nursing, etc.), visit the Advising page on our website for detailed information on how your UConn credits earned through UConn ECE may be considered and factored into future academic plans.

REGISTRATION

UConn Early College Experience Students apply to the program and enroll in courses using the UConn ECE online registration system at **UConn.DualEnroll.com**. *Students are required to complete a registration request for each year they participate.*

Students are required to register online. All registration requests must be approved by the high school Site Representative, approved by a parent/guardian, and payment information collected (if applicable) to be processed. Once approvals have been collected, a student will receive information regarding their UConn NetID (see page 7).

Course Adjustment Periods
September 18 - October 20 for Fall, Spring, and Full-year course adds and drops.

February 5- February 9 for Spring ONLY adds and drops requests.

The February adjustment period is for Spring courses ONLY and is reserved for exceptions such as scheduling changes, new student enrollment, etc. All requests must be approved by your Site Representative and the UConn ECE Program Office to be processed.

The University of Connecticut does not allow retroactive credit. Students must register online for all UConn courses they wish to receive credit for by the posted registration deadlines.

WITHDRAWAL

Fall and Full-year courses not dropped in UConn.DualEnroll.com by October 20 and Spring courses not dropped in UConn. DualEnroll.com by February 9 respectively require a Withdrawal Form to be submitted. The Withdrawal Form can be found on our website. Program fees for Fall and Full-year courses dropped after October 20 and Spring courses dropped after February 9 are non-refundable.

Students must submit a Withdrawal Form 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 and submit a 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/students-parents/student-registration.

STUDENTS WITH DISABILITIES/ ACCOMMODATIONS

UConn ECE encourages all Connecticut high school students enrolled in partnering schools to extend themselves to take a UConn course through UConn ECE. We work with all districts to support students with permanent conditions or temporary injuries to find an academic plan, which will accommodate the needs of the student. UConn ECE relies on the leadership, nuanced understanding of the student condition, and confidentiality of the high school to be the primary interface for developing

an individualized student learning plan and then communicating that plan to the UConn ECE Director, who will then work with the appropriate department(s) at UConn to approve the plan for the UConn course.

NETIDS

A NetID is a unique identifier created by the University that allows UConn Students access to University technology services. Your NetID is needed to access the Student Administration System (view grades and request a transcript), to utilize library resources, and access 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 once your Site Representative and parent/guardian approvals and payment (if applicable) have been collected. 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 such as 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.

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

• View your course grade

• Assign a Delegate, such as a parent, for access to your educational records

To access SAS, **studentadmin.uconn.edu**, you will use your NetID and password to log in. Step-by-step instructions on various SAS features can be found in the **UConn ECE Student Administration Guide** on our Resources page at **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.

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 two different access types. You may designate a parent/guardian as a FERPA Designee to speak with the University or assign them as a Delegate in SAS. Visit **ece.uconn.edu/students-parents/ parent-corner** for detailed instructions.

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.**

DELIVERY

Course *consent and payment* requests (if payment is applicable) are e-mailed or texted directly to the parent/guardian listed in the student application upon (1) successful submission and (2) high school approval of the student registration request. Parent/Guardian consent and payment are requested via e-mail or text per course request. (e.g.: if a student requests enrollment in two UConn courses, the parent/guardian will receive a *consent and payment* request per course).

Failure to receive a parent/guardian *consent and payment* request does not absolve you of the responsibility of payment. Contact the UConn ECE Program Office with concerns.

PAYMENT

Parent/Guardian *consent and payment* are due upon receipt of the e-mailed or texted request.

Payments must be made using the unique link provided in the consent and payment request. Accepted forms of payment are credit card or e-check.

UNPAID BALANCES

Students will not be eligible for UConn credit and registration requests will be canceled if balances go unpaid after the specified deadline in the *consent and payment* request.

Students can view the status of their registration request and payment by viewing their profile at **UConn.DualEnroll.com** and can request a *consent and payment* request be resent if necessary.
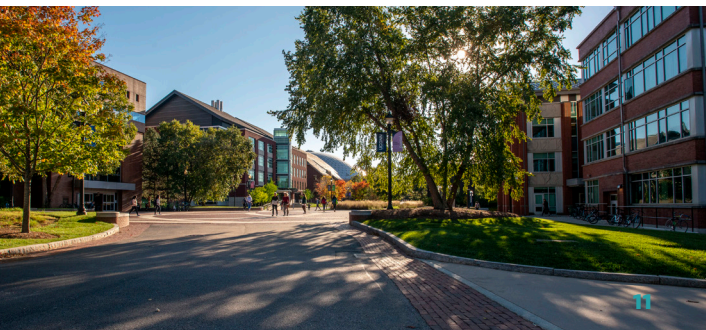
REFUNDS/ WITHDRAWAL

Refunds of previously paid fees will be issued at specified dates throughout the year to students who paid for and then dropped a course online by **October 20** or an exception was made to drop a Spring course between **February 5 - February 9**. Students are responsible for all program fees for courses dropped outside of the posted deadlines. See page 6 for additional information on withdrawing and **ece.uconn.edu/program-fees** for the refund schedule.

PROGRAM FEE WAIVERS

Students who are eligible for free or reduced-price meals or free milk in accordance with the Income Guidelines for the National School Lunch Program or deemed "categorically eligible" (e.g., SNAP, TANF, homeless, etc.) are eligible for a full program fee waiver. Students attending private schools may also be eligible for fee waivers and should reach out to their Site Representative for additional information and guidance.

During the registration process, Students will indicate their status of eligibility for Federally Subsidized Meal Programs, which in turn will be confirmed by the designated High School Site Representative.

Students attending a private school (any non-public school) who receive a need-based reduction of tuition (a need-based scholarship) from their high school are eligible to receive a UConn ECE fee waiver for all courses. Eligibility for the private school waiver must be confirmed by the Site Representative.

LIBRARY ACCESS

As a UConn ECE Student, you have access to the largest public research collection in the State. Using your NetID and password, 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.

To use Library services, you must have an active NetID and have set up a UConn Gmail account. The Library can only send notifications and documents via your UConn Gmail account.

TECHNOLOGY RESOURCES
UCONN GOOGLE WORKSPACE (GOOGLE APPS)

Set up and utilize your **UConn Google Workspace** which includes Gmail, Docs, Drive, and Calendar. Once set up, you may use your UConn 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 the HuskyCT online learning management system for your UConn course.

Student Technology Resources can be accessed at **ece.uconn.edu/students-parents/student-benefits/technology-resources**.

ADDITIONAL RESOURCES

As a UConn ECE Student you have access to:

- **The Q Center** (Quantitative Learning Center)
- **The W Center** (Writing Center)
- **The Major Experience** (TME)
- **Academic Achievement Center (AAC) Workshops**

Visit **ece.uconn.edu/students-parents/ student-benefits/access** for additional resources and current availability.

ACADEMIC INTEGRITY

As a UConn ECE Student, you must adhere to the academic integrity policy set by the University of Connecticut. This includes UConn polices that have been created for academic misconduct, plagiarism, misrepresentation, falsification in research and computer violations. For a complete policy listing, please visit the UConn Policy website (**s.uconn.edu/ academic-integrity**), specifically referencing The Student Code (**community.uconn.edu/ the-student-code**).

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**.

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 Fall or Full-year course after **October 20** or a Spring course after **February 9** must complete a 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 from a course.

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 at **ece.uconn.edu/courses**.

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 six scholarships annually to exemplary Students in their senior year of 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, or Mathematics; and Civic & Community Engagement. For more details visit our Scholarships page at **ece.uconn.edu/students-parents/student-scholarships**.

UTILIZE YOUR CREDIT

By earning UConn credit through UConn Early College Experience, you have opened the door to greater opportunities! You may choose to attend UConn or transfer your credits with an 87% success rate to the college or university of your choice. Explore how to make your credits work for you.

Your credits are a currency, and it is up to you to utilize them!

COMING TO UCONN – ACCEPT OR REJECT CREDITS

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 Programs Record of your official UConn transcript.

ACCEPT OR REJECT YOUR CREDITS
You must choose 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 Programs Record (meaning you reject the credit). Talk to your advisor or visit **nexus.uconn.edu/nondegree_decisions.php** for guidance on making this decision and for more information.

DEADLINE
The deadline to accept or reject your UConn ECE credits is typically at the end of the first semester on campus, depending on the college in which you are enrolled. In most colleges within UConn, if you do not make a choice, the credit is automatically moved to your official undergraduate transcript.

Once a decision has been made to accept or reject your credits, or they are automatically accepted, the decision/action is irreversible.

Note: Credits on the degree portion of your official undergraduate transcript are counted towards your GPA and your credit total towards graduating. Credits on the Non-Degree Programs Record are not included in your GPA or credit total towards graduating, but they will appear on your official UConn transcript under your Non-Degree Programs Record (**ece.uconn.edu/transcript-example**).

NOT COMING TO UCONN – REQUEST YOUR TRANSCRIPT

UConn credits through UConn Early College Experience 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.

RECOMMENDATIONS FOR SUCCESSFUL CREDIT TRANSFER

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

- Save syllabi.
- Check your grades.
- Explore our Credit Transfer Database (**s.uconn.edu/transfer-database**).
- Contact colleges and universities directly.
- Review your new college/ university's transfer credit policy.
- Request a transcript. See page 19.
- Speak to a college advisor.
- Contact UConn ECE Program Office. We are here to help!

There are many ways that universities recognize courses. Courses may be fully transferable into a program of study (often as a "T," and non-GPA bearing weight) 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. For additional details visit **ece.uconn.edu/students-parents/transfer-credit-info**.

REQUEST A TRANSCRIPT

You can have your UConn transcript sent to another institution, but you must request your transcript, as it is not sent automatically. Students should wait until the Instructor has submitted final grades before requesting their 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. Log in to the **Student Administration System** with your **UConn NetID** and password.

2. Follow the instructions to **Check Your Grades**.

Request a transcript:

1. Contact your new registrar and ask where a transcript should be sent.

2. Go to **ece.uconn.edu/students-parents/not-coming-to-uconn-transcript-request** and follow the instructions to request a transcript.

UCONN ECE
STUDENT EVENTS

Avery Point Cardboard Boat Race	**September**
French Immersion Day & Quiz Bowl	**November**
Italian Immersion Day & Quiz Bowl	**November**
Wallace Stevens Poetry Contest	**March**
Chinese Talent Show	**March**
Chemistry Day	**May**
Marine Science Symposium	**May**

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

UCONN ECE ALUMNI

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 **ece@uconn.edu**.

Linked in.

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.

Unleash Your Potential

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368 Fairfield Way U-4171
Storrs, CT 06269-4171
ece@uconn.edu

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