Site Representative Conference

"Connecting the Pieces to Support Success"

May 21, 2025

Agenda

01 **Welcome**
Christopher Todd
Office of Early College Programs

02 **Plenary Session**
Stephani Jones, Norwich Free Academy
Jasmine Zubek, Robert E. Fitch High School
Seth Korn, Newington High School

03 **UConn ECE Program Updates & Topics of Choice**

04 **Breakout Session #1**

05 **Breakout Session #2**

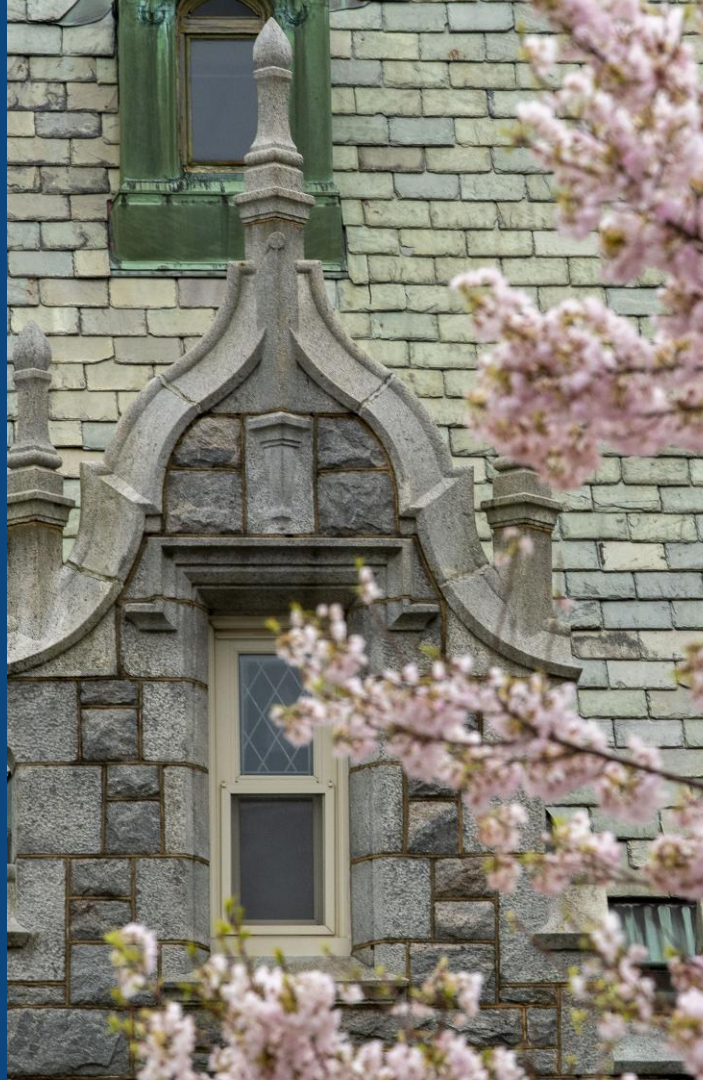
06 **Lunch & Optional Activities**

01

Welcome

Christopher Todd

Executive Director,
Office of Early College
Programs



Summer
break

19,886

Participating Students

114,058

Credits attempted across 93 distinct course offerings

1,188

Actively Teaching UConn ECE Instructors

29.9%

Percentage of current freshman class at Storrs that are ECE Alumni

Since 2020-21

UCONN

EARLY COLLEGE EXPERIENCE

78,629

Enrolled Students

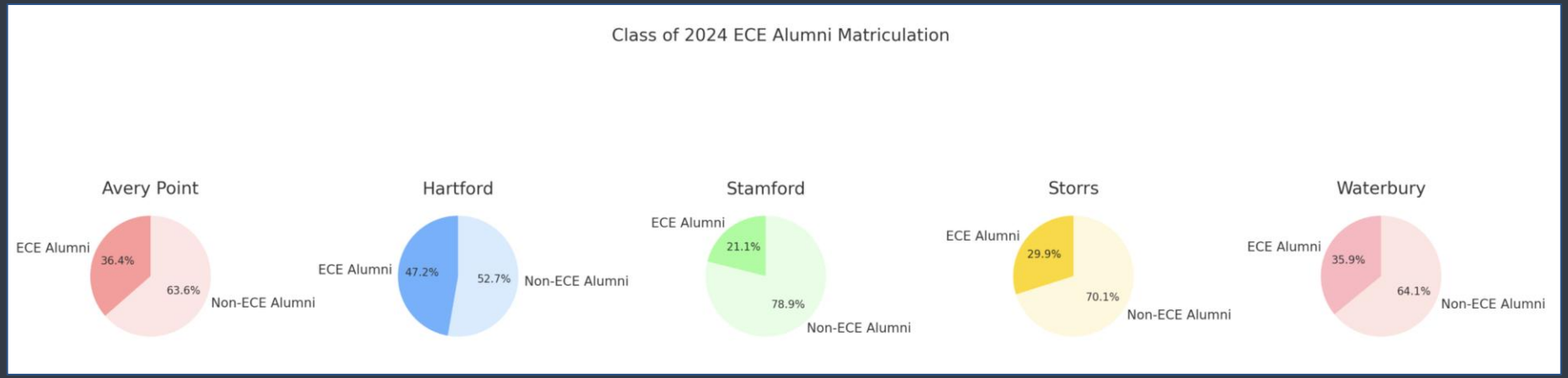
134,962

Course Enrollments

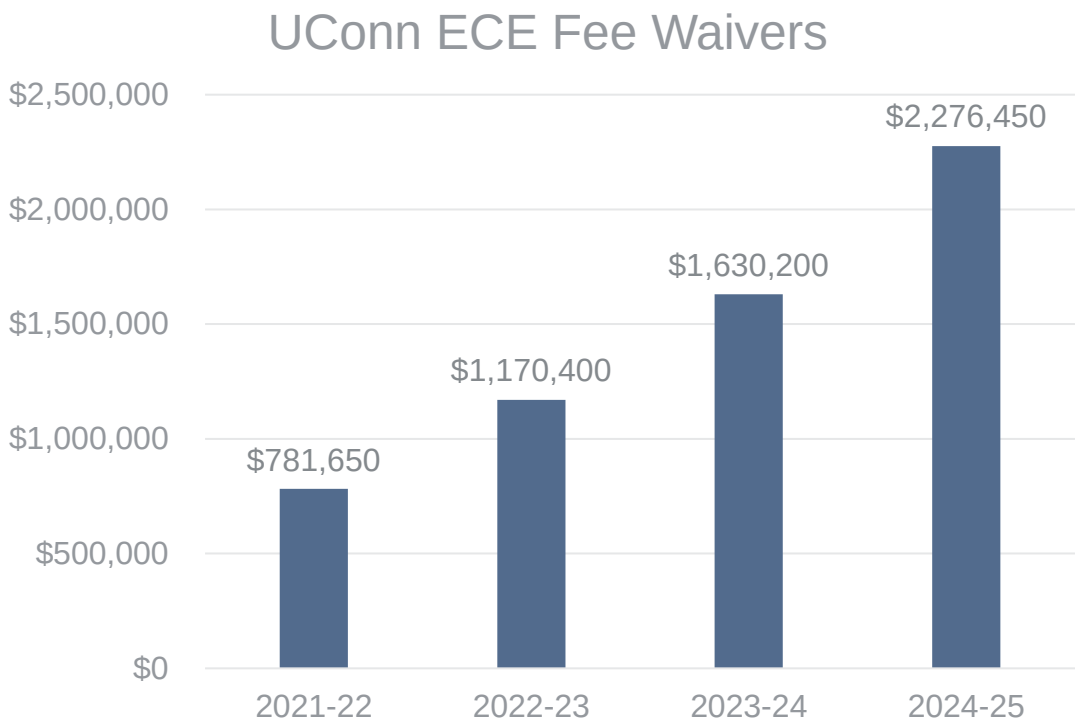
ECE Program Trajectory

	2020-21	2021-22	2022-23	2023-24	2024-25
Students	12,571	13,889	15,047	17,236	19,886
Course Enrollments	22,396	23,834	25,723	28,091	34,918
ECE Certified Instructors	1,487	1,475	1,608	1,824	2,000+

UConn Matriculation - Class of 2024

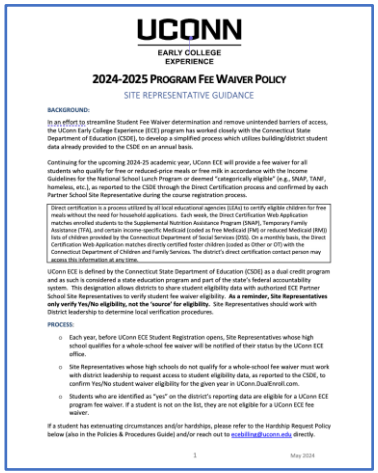


Since 2021-22



Program Goals

- Maintain current course fees ($50 a credit)
- Maintain current Fee Waiver Policies



UCONN
EARLY COLLEGE EXPERIENCE

2024-2025 PROGRAM FEE WAIVER POLICY

SITE REPRESENTATIVE GUIDANCE

BACKGROUND:

In an effort to streamline Student Fee Waiver determination and remove unintended barriers of access, the UConn Early College Experience (ECE) program has worked closely with the Connecticut State Department of Education (CSDE), to develop a simplified process which utilizes building/district student data already provided to the CSDE on an annual basis.

Continuing for the upcoming 2024-25 academic year, UConn ECE will provide a fee waiver for all students who qualify 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.), as reported to the CSDE through the Direct Certification process and confirmed by each Partner School Site Representative during the course registration process.

Direct certification is a process utilized by all local educational agencies (LEAs) to certify eligible children for free meals without the need for household applications. Each week, the Direct Certification Web Application matches enrolled students to the Supplemental Nutrition Assistance Program (SNAP), Temporary Family Assistance (TFA), and certain income-specific Medicaid (coded as free Medicaid (FM) or reduced Medicaid (RM)) lists of children provided by the Connecticut Department of Social Services (DSS). On a monthly basis, the Direct Certification Web Application matches directly certified foster children (coded as Other or OT) with the Connecticut Department of Children and Family Services. The district's direct certification contact person may access this information at any time.

UConn ECE is defined by the Connecticut State Department of Education (CSDE) as a dual credit program and as such is considered a state education program and part of the state's federal accountability system. This designation allows districts to share student eligibility data with authorized ECE Partner School Site Representatives to verify student fee waiver eligibility. **As a reminder, Site Representatives only verify Yes/No eligibility, not the 'source' for eligibility.** Site Representatives should work with District leadership to determine local verification procedures.

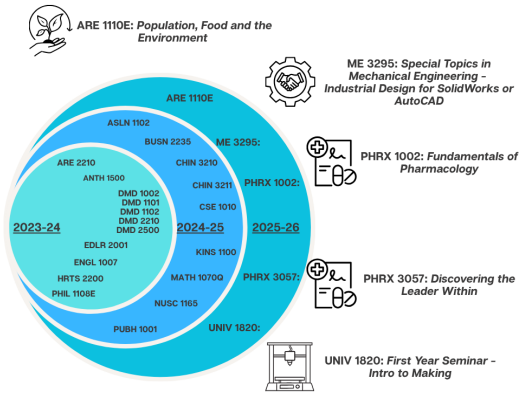
PROCESS:

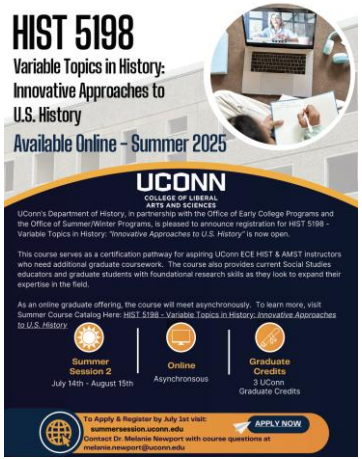
- Each year, before UConn ECE Student Registration opens, Site Representatives whose high school qualifies for a whole-school fee waiver will be notified of their status by the UConn ECE office.
- Site Representatives whose high schools do not qualify for a whole-school fee waiver must work with district leadership to request access to student eligibility data, as reported to the CSDE, to confirm Yes/No student waiver eligibility for the given year in UConn.DualEnroll.com.
- Students who are identified as "yes" on the district's reporting data are eligible for a UConn ECE program fee waiver. If a student is not on the list, they are not eligible for a UConn ECE fee waiver.

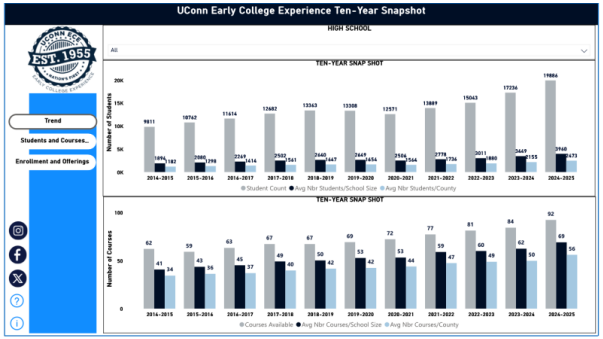
If a student has extenuating circumstances and/or hardships, please refer to the Hardship Request Policy below (also in the Policies & Procedures Guide) and/or reach out to ecebilling@uconn.edu directly.

1 May 2024

UConn ECE working to fill gaps & connect pieces…







Expanded Courses

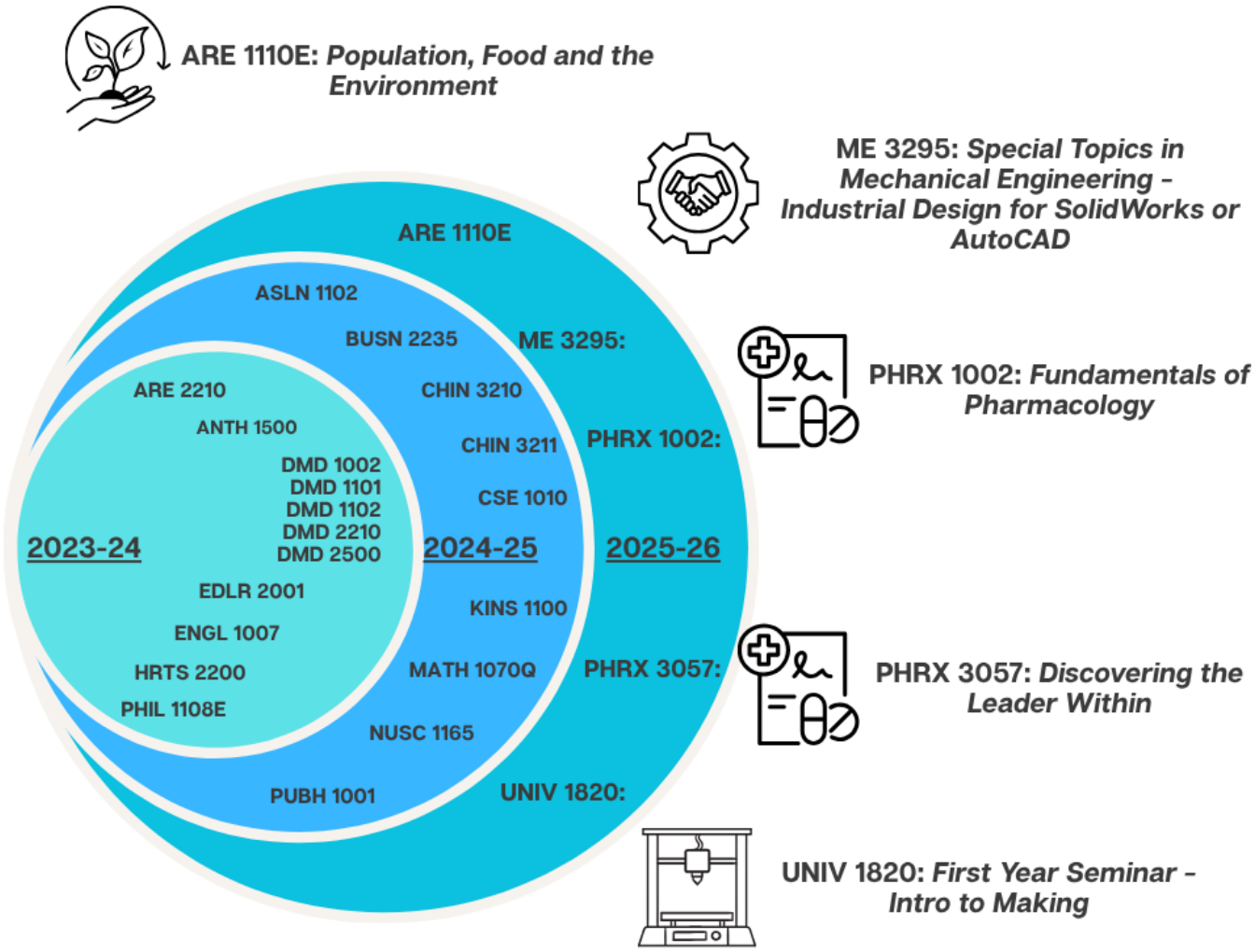
5 New Courses

Graduate Courses

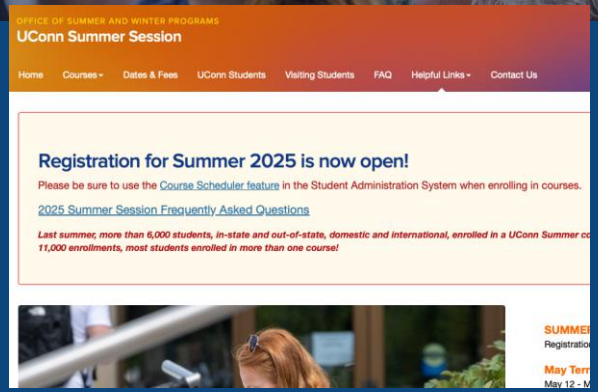
Partnerships & Pathways

D & D

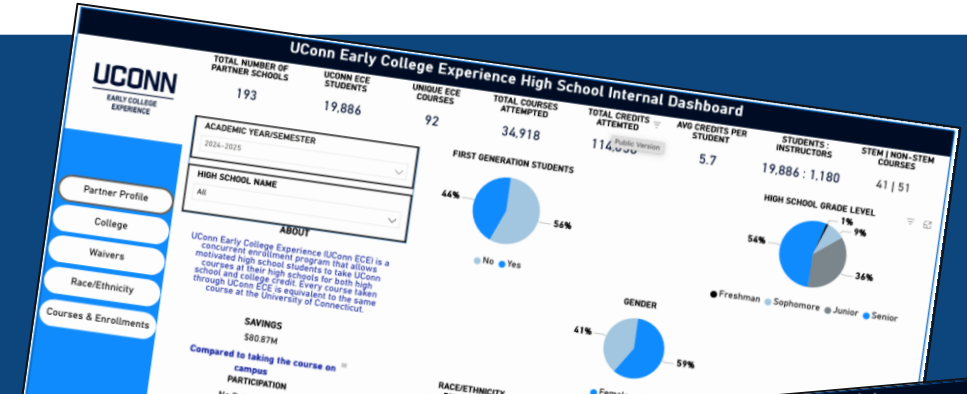
Dashboards & Databases

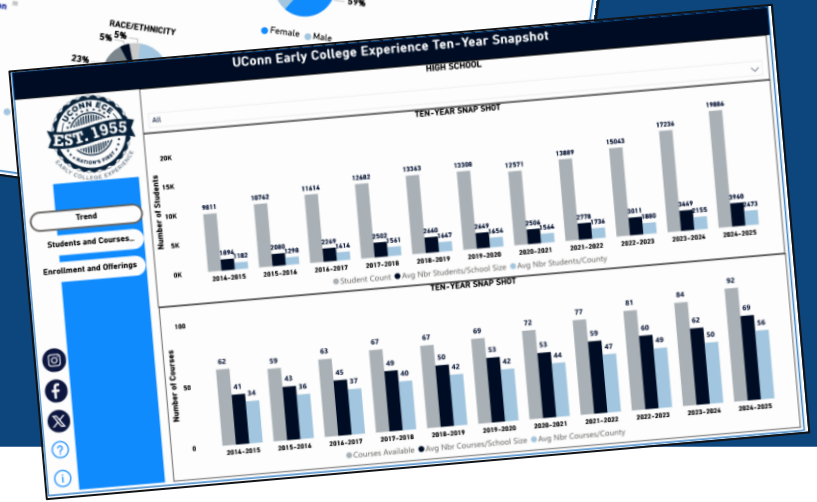

ARE 1110E: Population, Food and the Environment
ME 3295: Special Topics in Mechanical Engineering - Industrial Design for SolidWorks or AutoCAD
PHRX 1002: Fundamentals of Pharmacology
PHRX 3057: Discovering the Leader Within
UNIV 1820: First Year Seminar - Intro to Making
ARE 1110E
ASLN 1102
BUSN 2235
ME 3295:
ARE 2210
CHIN 3210
ANTH 1500
CHIN 3211
PHRX 1002:
DMD 1002
DMD 1101
DMD 1102
DMD 2210
DMD 2500
CSE 1010
2023-24
2024-25
2025-26
EDLR 2001
KINS 1100
ENGL 1007
HRTS 2200
MATH 1070Q
PHRX 3057:
PHIL 1108E
NUSC 1165
PUBH 1001
UNIV 1820:

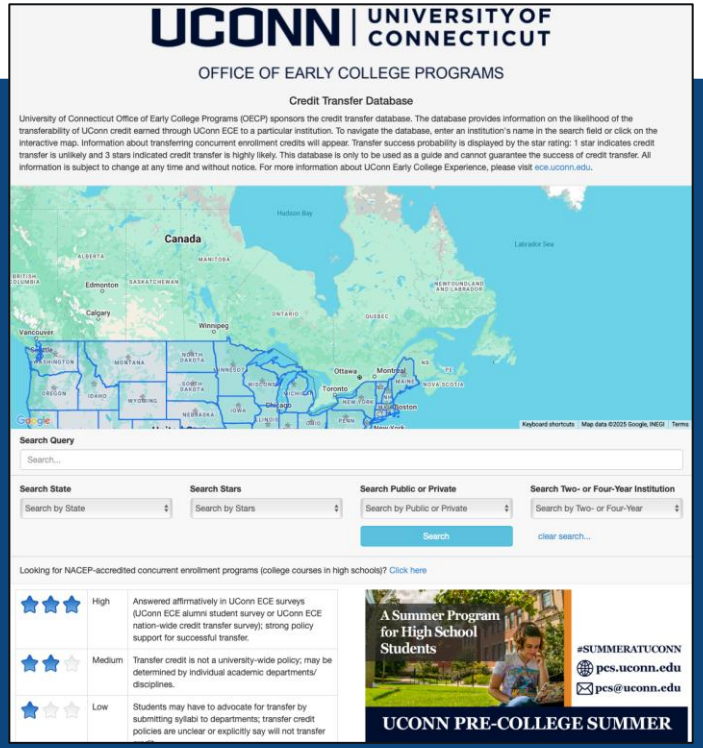
Pathways & Graduate Courses



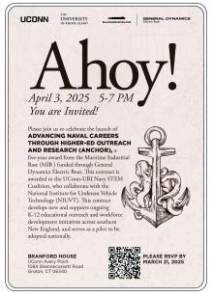
Dashboards & Databases







Looking ahead to 2025-26…



UCONN BOOKSTORE

Mc Graw Hill Education

DualEnroll

HB 6869 & Dualenroll.com

Pending Legislation &
Instructor Application & Management

Partnerships

New Connections

70th Anniversary

70 Voices from 70 Years

Office of Early College Programs Staff

Christopher Todd
Executive Director

Dr. Bobbi-Jo Wathen
Director of Pre-College Summer

Jessica Dunn
Assistant Director – Student Enrichment

Stefanie Malinoski
Program Specialist – Certification & Workshops

Carissa Rutkauskas
Program Specialist – Outreach & Evaluation

Todd Blodgett
Program Assistant – Registration Coordinator

Program Assistant – Academic Standards

Erin Blanchette
Billing & Operations Specialist

02

Plenary

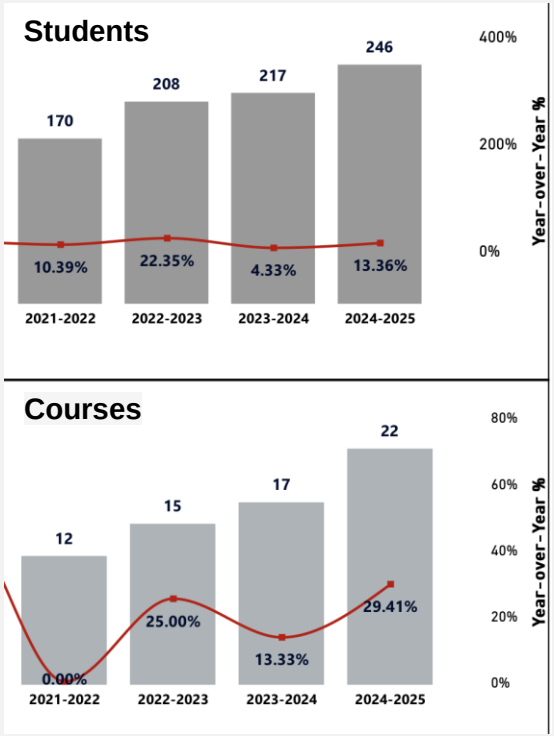
Promising Practices at Partner Schools

Facilitated by:
Dr. Bobbi-Jo Wathen

Newington High School

New Courses since 2022

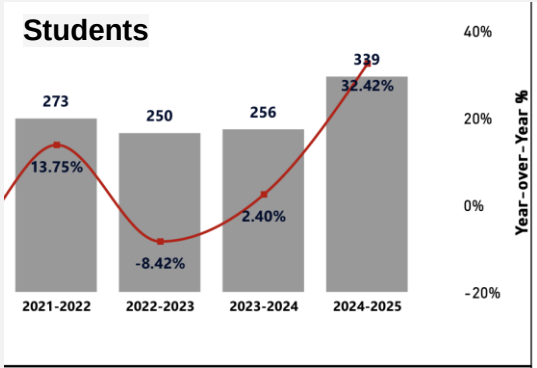
AH 4092: EMT Training
ART 1030: Drawing I
DMD 1102: Design Lab II
EDLR 2001: Contemporary Social Issues in Sport
ENGL 3082: Writing Center Practicum
MATH 1131Q: Calculus I
MATH 1132Q: Calculus II
PHYS 1201Q: General Physics I
PHYS 1401Q: General Physics with Calculus I
STAT 1100Q: Elementary Concepts of Statistics



Norwich Free Academy

New Courses since 2022

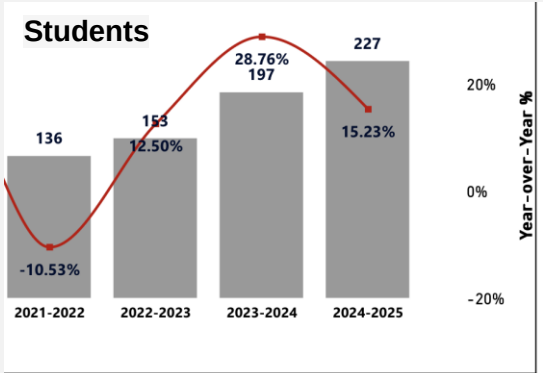
AH 1100: Introduction to Allied Health Professions
CHIN 3210: Chinese Conversation and Composition I
CHIN 3211: Chinese Conversation and Composition II
DMD 1101: Design Lab I
EDLR 1162: Health and Education in Urban Communities
EDLR 2001: Contemporary Social Issues in Sport
FREN 3268: Grammar and Composition
KINS 1100: Exercise and Wellness for Everyone

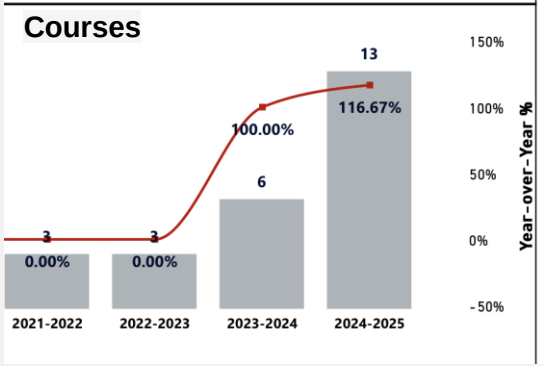


Robert E Fitch High School

New Courses since 2022

ASLN 1102: Elementary American Sign Language II
BIOL 1108: Principles in Biology II
COMM 1100: Principles in Public Speaking
EDCI 1100: If You Love It, Teach It
ENGL 3082: Writing Center Practicum
MATH 1131Q: Calculus I
MATH 1132Q: Calculus II
MARN 1001E: The Sea Around Us
NRE 1000E: Environmental Science
SPAN 3177: Composition & Reading for Spanish Speakers
STAT 1100Q: Elementary Concepts of Statistics





Ask our partners...

03

UConn ECE Program Updates & Topics of Choice

2025-2026 Registration Dates

September 16 – October 16, 2025

Spring Course Adjustment Period

February 2 - February 6, 2026

Registration Workflow

01

Student Registers

Creates account or Logs in and selects courses in UConn.DualEnroll.com

02

Site Representative Approves

Prompted to approve student registration requests (and F/R Lunch status when applicable)

03

Parent/Guardian Consent & Payment (when applicable)

Receives e-mail or text to consent to each course request and provide payment (if applicable)

04

Student Registration Processed

Registration request sent to UConn's system for final college approval and processing

Drops

Between September 16 – October 16

Students must drop in UConn.DualEnroll.com for any fall, spring, or full-year course. Paid program fees will be refunded.

Spring Course Adjustment Period Between February 2 – February 6

Students can add or drop a Spring course in UConn.DualEnroll.com. Paid program fees for dropped Spring courses during this time will be refunded.

Withdrawals

Fall and Full-year courses not dropped in UConn.DualEnroll.com by October 16 and Spring courses not dropped in UConn.DualEnroll.com by February 6 respectively require a Withdrawal Form to be submitted.

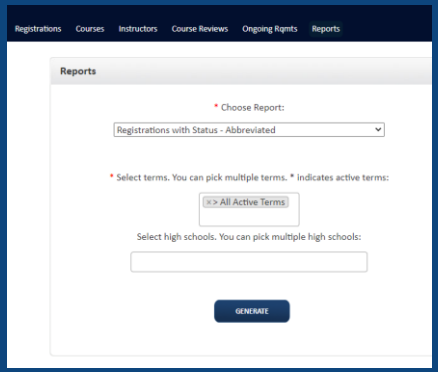
Withdrawal requests are NOT processed through UConn.DualEnroll.com.

Program fees for Fall and Full-year courses dropped after October 16 and Spring courses dropped after February 6 are non-refundable.

Fall course withdrawal requests due by **December 12**
Spring & full-year course withdrawals due by **May 1**

Utilizing Reports/ Guides

1) Student Name
2) Course Number
3) Instructor Name
4) Term
5) Current Steps/ Status
6) Student NetID



UConn ECE Site Rep Step-by-Step Guide

UConn Class Rosters

Class rosters should be monitored throughout the registration period.

After registration closes on October 16, final rosters will be reviewed and confirmed by Instructors and Site Representatives.

Final class rosters are due to UConn ECE by November 7.

Course Offerings Collection & Changes

Due to the UConn ECE Program Office by June 13, 2025

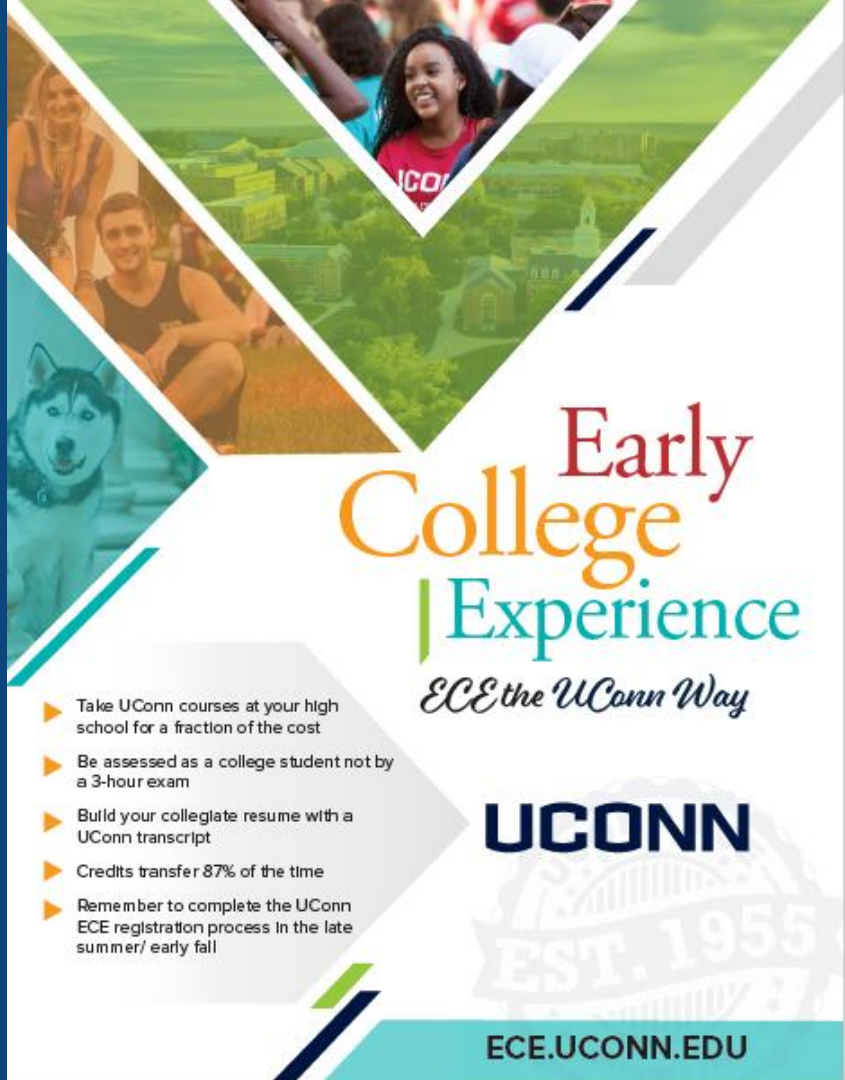
Course changes before August 16

UConn Class # & Section # and course changes after August 16

Changing courses during open registration and after

Course pairings and continuation courses

Enrichment Programs and Program Promotion



Student Events

- Wallace Stevens Poetry Contest
- Chinese Talent Show
- Globalization Conference
- French, German & Italian Immersion Days & Quiz Bowls
- Chemistry Day
- Marine Science Symposium
- Cardboard Boat Race
- High School Visits

Student Scholarships

- Excellence in the Arts, Humanities or Social Sciences (2 awards)
- Excellence in Science, Technology, Engineering or Mathematics (2 awards)
- Civic and Community Engagement (2 awards)

The deadline for applications is early **March**

Outstanding Faculty & Administration Awards

- Thomas E. Recchio Faculty Coordinator Award for Excellence in Curriculum and Adjunct Faculty Development
- Site Representative Award for Excellence in Program Administration
- Instructor Awards for Excellence in Course Instruction
- "Rookie of the Year" Award for Excellence in First-Year Course Instruction
- Principal Award for Program Support and Advocacy
- Award for Outstanding Research in the Field of Concurrent Enrollment
- Library Medica Specialist Award for Excellence in Enrichment and Collaboration

Deadline for nomination submissions is early March
Awards are presented at an in-person Awards Ceremony in April

Marketing Materials

Student Registration Cards

General Brochure

Program Poster

UConn ECE: The Video & Welcome Video

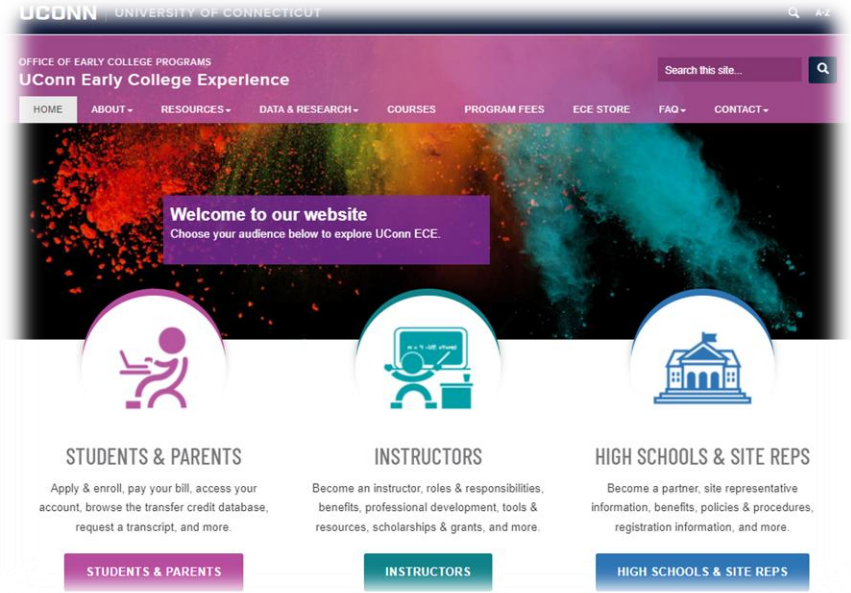
Student Guide

Policies & Procedures Guide

UConn ECE Website

Social Media

UConn ECE Website



ece.uconn.edu

USEFUL PAGES:

- Student Benefits
- Utilize Your Credit
- Courses
- Marketing & Promotion
- Differences between ECE & AP
- Advising
- All Resources

UConn ECE Social Media

Break

Breakout Session Rooms

UConn ECE Data Dashboard & Program Specific Data	
UConn Center for Students with Disabilities	
Conversations with Chris	
UConn Literature, Cultures and Languages	
Registration 101	
UConn Pre-College Summer	