UVU CONCURRENT ENROLLMENT

UTAH VALLEY UNIVERSITY

CONCURRENT ENROLLMENT

STUDENT HANDBOOK

EVERYONE 10+

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Welcome to

Concurrent Enrollment

at

Utah Valley University!

We're excited to have you as the newest member of our student body. Concurrent Enrollment (CE) is a great opportunity to gain college experience while in high school. Take advantage of the variety of courses and challenge yourself with something new, all while gaining both high school and college credit. CE students learn that they can and will succeed in college.

As a new UVU student, you're invited to take advantage of the many benefits UVU has to offer. Visit our tutoring labs, attend a campus event, or take a campus tour to learn more about UVU. Our CE program also offers first-rate college academic advising to high school students. No matter how many credits you're taking, our advisors will talk with you about your educational goals and how Concurrent Enrollment can help.

We wish you great success in your academic endeavors.
Go Wolverines!

Your UVU CE Team

CE OVERVIEW

What: Concurrent Enrollment is a partnership between Utah Valley University and your high school where qualified students can earn college credit. The Concurrent Enrollment Office, UVU academic departments, and the partnering high schools work closely together to uphold the academic quality of each course.

How: College classes are taught at the high school by UVU-approved high school instructors using college curriculum and assessment. Classes are also offered through Live Interactive where the professor is on UVU's campus and the class is televised in real time to the high school.

When: Students can take college classes throughout their high school experience. It's important to note that while 9th graders are eligible to take Concurrent Enrollment classes, if 9th grade is not located in their high school they will not be able to participate in CE until they attend the actual high school as a sophomore.

Why: Concurrent Enrollment can save time and money. The more CE classes a student takes, the less time the student will need to spend in college. Also, Concurrent Enrollment is a lot less expensive than attending college. CE students can choose to take a few classes to get ahead in college, take general education courses and earn a General Education Certificate, or complete a University Studies Associate Degree.

A: Yes, your participation in Concurrent Enrollment courses means you are expected to meet course prerequisites, follow college rules, abide by the student code of conduct, and be responsible for your academic choices.

Q: Can I take a class on campus? A: Yes, however, you will be charged full price tuition for any on-campus or online course. The Concurrent Enrollment reduced tuition rate only applies to courses offered at local high schools. Q: Am I considered a "real" college student?

ADMISSIONS

What: The first step to taking any Concurrent Enrollment course is to get admitted. This one-time process makes you an official UVU student.

How: In order to be admitted as a new UVU student and prepare to register for courses, there are some important steps to be aware of:

Admissions
Students must enroll in the correct corresponding high school course and complete the UVU Concurrent Enrollment admissions application.

Test Scores
Students interested in taking a CE English or math course must send their ACT score to UVU or take the corresponding ACCUPLACER or ALEKS test (Learn more about testing by turning the page).

Transcripts
Students are only required to submit a transcript if it's being used to submit a test score (like the ACT). Learn more about registration on pages 11 & 12.

When: All course registrations happen through a student's myUVU account. Login information is emailed 24-48 hours after completing the admission application.

Why: UVU requires a one-time application. No matter how many or how few CE courses you take, being admitted makes you a UVU student.

Student Success Tip!

Know your deadlines!

It's important to know when the admissions and registration deadlines ar during a semester/year. All deadlines can be found on the UVU Concurrent Enrollment website.

Keep in mind, Live Interactive courses follow different deadlines than face-to-face courses.

PREREQUISITES & TESTING

Student Success Tip!

Did you know?

FERPA is a federal law that protects the privacy of student education records. According to this law, the student owns their record. This applies to Concurrent Enrollment students as well. No one, other than the student, is allowed access to student records without written consent from the student.

What: Prerequisites are the requirements that have to be completed before taking a Concurrent Enrollment class. Some CE courses require a minimum GPA and/or ACT score in order to enroll.

How: Students should take the ACT with the goal of meeting the prerequisite score requirements. If you're unable to meet the prerequisite ACT requirement, you may need to take the Accuplacer or ALEKS.

When: Students should complete any prerequisites before registering for a CE course.

Why: Prerequisites help to ensure that students are prepared to take and do well in their selected CE classes. If you're able to complete the prerequisites, you're ready to earn college credit!

Accuplacer

The Accuplacer is an alternative exam to test into a CE English course. If you don't have qualifying ACT scores, the Reading Comprehension and Sentence Skills tests are required to participate in English 1010.

You must be admitted as a UVU student before taking this test. There are testing fees, determined by Testing Services. Bring a valid school or government-issued photo ID. Your results will be immediate.

ACT

Sign up for an ACT test. If you need help, reach out to your high school counselor.

Use our university code (4278) when you register to send your scores to UVU for free. Submit all ACT scores; only your highest scores will be considered.

If you already took the ACT without sending your scores to UVU, don't worry! Your high school registrar can send us an official transcript with your scores.

UVU is an ACT testing location, so you can sign up to take the test on campus.

ALEKS

ALEKS is an alternative testing option for UVU's math placement assessment. Students have six months of access to the prep and learning modules through myUVU to help them prepare to take the test. This test is also subject to fees.

For more information about testing, retakes, and fees, contact Testing Services: 801-863-7095

REGISTRATION

Even if you're not on campus, you can show your UVU pride by wearing green every week.

On Wednesdays We Wear Green!

What:

Registration is the process through which students enroll in courses. Students must complete this process for each course they take. Registration requires a CRN (Course Registration Number) for each course.

STEP 1

How:

Students register for their courses through their myUVU portal. (my.uvu.edu) This portal provides access to a student's individual college record, including, but not limited to: registration, class listings and class schedule, transcripts, student email, and account information. Students should log in to myUVU regularly for updates and announcements.

STEP 2

Students need to find their course CRNs. This is a five-digit number unique to each course that students must enter to register for face-to-face and Live Interactive courses. Students then go to their myUVU portal and follow the registration prompts.

STEP 3

When:

Registration must be completed prior to the start of each course. Registration for fall and full-year courses starts in spring and goes through the start of school in the fall. Registration for spring semester courses occurs from November - January of each year.

STEP 4

Why:

Students who miss the registration deadline also miss out on getting college credit for the class. Students must tell UVU which class they want college credit for, and registration is the process for doing that.

STEP 5

*Credit Hours: Typically refers to the number of hours per week a student will spend in a class. Using the credit hours of a class, a student can estimate the amount of time spent outside of class studying. For each credit hour spent in class, a student should spend two hours outside of class studying.

SUCCESS TEAM

What: You have a Success Team that is here to help you navigate your college experience while in Concurrent Enrollment.

Student Success Tip:

Don't forget to have fun!

Balance between your academics and social life is extremely important in preventing burnout. Take advantage of the activities offered to you as a UVU student: Attend a wrestling match or a soccer game, get discounted tickets to the Noorda Center for the Performing Arts, visit the Student Life & Wellness Center.

YOUR SUCCESS TEAM INCLUDES:

YOUR COURSE INSTRUCTOR
HIGH SCHOOL COUNSELOR

* PAR #1
PAR #2
PAR #3

CE COORDINATOR AT YOUR HIGH SCHOOL

* PAR #1
PAR #2
PAR #3

CE ACADEMIC ADVISOR

* PAR #1
PAR #2
PAR #3

CONCURRENT ENROLLMENT STAFF

* PAR #1
PAR #2
PAR #3

LIVE INTERACTIVE STAFF

* PAR #1
PAR #2
PAR #3

* Ratings are not a reflection of the actual department staff or the quailty of service provided

How: You can connect with your instructor, counselor, or coordinator at your high school by reaching out to them in person, by phone, or by email. Individual contact information can be found on your high school's website.

Concurrent Enrollment and Live Interactive Staff are happy to support you, please call us at (801) 863-8376 or email us at concurrent@uvu.edu.

Concurrent Enrollment Academic Advisors are available to assist you. You can locate your academic advisor and find their contact information on our website: uvu.edu/concurrent/advising

When: Reach out to someone on your Success Team for help as soon as possible if you are struggling or feeling overwhelmed! We're here to help you succeed. Your Success Team can also help you with different questions or processes along the way; from admissions and registration to discussing certificates and pathways, and everything in between.

Why: We are here to help answer your questions and concerns, and provide individual support every step of the way, whatever your goal may be.

ADVISING

What: Your Concurrent Enrollment (CE) Academic Advisor is part of your Success Team. Your advisor helps you select which CE classes to take, when to take them, and which options will help you reach your academic goals.

How: To schedule an appointment with your CE advisor click on "Connect with an Advisor" on the UVU Concurrent Enrollment homepage, find the advisor for your school, and click "Schedule an Appointment." You can certainly bring your guardian(s) to the meeting, but they CANNOT come without you.

When: Any Concurrent Enrollment student can meet with a CE advisor. Any student earning 12+ college credits while in high school is especially encouraged to meet with their CE advisor.

Students planning on earning a General Education Certificate (GEC) or an Associate Degree (AS) while in high school MUST meet with a CE advisor. It's best to meet with your CE advisor prior to taking any CE classes.

Why: Concurrent Enrollment is a great opportunity for high school students, but collecting random college credits is not the goal. Too many of the wrong credits can cause issues with future financial aid and can even lengthen your time in college instead of shortening it.

Q: What is the maximum amount of credits I can take? A: 15 credits per semester / 30 credits per year

RESOURCES

As a UVU student, you have access to FREE HELP with assignments and homework through UVU Academic Tutoring Labs. Tutoring labs are available for many UVU courses, and you may use any lab even if you aren't taking a CE course in that subject.

ACADEMIC TUTORING
LA 201 (LIBERAL ARTS BUILDING)
801.863.5376
uvu.edu/academictutoring

LANGUAGE LAB
LA 003G (LIBERAL ARTS BUILDING)
801.863.7257
uvu.edu/lang/lab

LEARNING STRATEGIES SUPPORT
LC 404H (LOSEE CENTER)
801.863.7418
uvu.edu/academicstandards/learning_resources.html

WRITING CENTER
FL 208 (FULTON LIBRARY)
801.863.8936
uvu.edu/writingcenter

FULTON LIBRARY
801.863.8265
uvu.edu/library

Student Success Tip!

As a UVU student you have access to events, student activities, community discounts, and a UTA annual pass.

In order to take advantage of these, you must first obtain your UVU Student ID Card.

Q: I'm interested in earning an associate's degree in high school. How do I know if this is the right thing for me? What should I do first? A: Earning an associate degree in high school takes careful planning and consideration. If you're thinking about this option, you should first meet with a CE Academic Advisor.

ACADEMIC WARNINGS & PROBATION

What: Academic warnings and probation are holds placed on your account according to your academic standing that prevent you from registering for courses.

UVU Concurrent Enrollment courses are applied to your permanent college transcript, and we encourage students to take their courses seriously. CE students adhere to the same academic standards as all UVU students.

How: You can view your holds under the "Student" tab in your myUVU student portal.

When: When things don't go as planned, these holds are placed on your account. Academic warnings are given when the most recent semester GPA is below 2.0. An academic probation hold is placed on a student account when two consecutive semesters are below a 2.0 GPA.

Why: GPA does matter. These holds are placed on student accounts to ensure students are ready for their academic workload and to help them stay on a path for success.

To remove an Academic Warning hold, you must complete the Academic Warning Workshop.

To remove an Academic Probation hold, you must complete the Academic Probation Workshop. After you have completed the workshop, you will need to meet with your CE advisor to develop a success plan.

HOLDS

What: Holds are placed on student accounts for several reasons. Some holds prevent course registration or obtaining an official academic transcript.

How: You can view your holds through your myUVU student portal. Here you will be able to determine which department put the hold onto your account.

When: The types of holds that are placed on your account may vary. To determine how to remove your hold, you will want to contact the department that issued the hold as soon as possible or reach out to the Concurrent Enrollment Office for guidance.

Why: Holds are placed on student accounts to help students stay on track and follow through with various requirements and responsibilities, such as paying tuition or meeting prerequisites.

PETITIONS

What: We know that life happens, and sometimes things occur that no one can control. We call these "extenuating circumstances" and it is for these circumstances that petitions are available.

How: Students can apply for a review of their circumstance by visiting the petition page found on Concurrent Enrollment's main webside, uvu.edu/concurrent.

When: Sometimes life doesn't go as planned, and things happen which are outside our control. In these cases, students may petition to add or withdraw from a CE course outside a deadline.

Why: Students may choose to petition for certain changes to their academic record – to improve GPA or academic standing – which may have fallen due to an extenuating circumstance.

Student Success Tip!

Wolverine Track is a convenient web-based tool that allows you to track degree progress, prepare for registration, and plan for graduation. It's designed to aid and facilitate academic advising but is not intended to replace advising sessions. To view your Wolverine Track, log into myUVU.

Follow us on Instagram for important information & giveaways: **@UVUConcurrent**
Get a sweatshirt or hat to show off your Wolverine pride.
Sign up for a campus tour to learn more about UVU.

Welcome to The Den!

CONCURRENT ENROLLMENT

- Face to Face Classes
- Live Interactive Classes

9-12 Grade

college ™ Compatible

Earn a degree for bonus features

ALSO COMPATIBLE WITH HS

UVU®
800 W University Pkwy,
Orem, UT 84058

Customer Service:
1-801-863-8376 uvu.edu/concurrent

THE OFFICIAL SEAL IS YOUR ASSURANCE THAT THIS PROGRAM IS THROUGH UVU AND CONCURRENT ENROLLMENT. ALWAYS LOOK FOR THIS SEAL ON ANY HANDBOOK FROM CUNCURRENT ENROLLMENT.

LICENSED BY UVU

⚠ WARNING:
IF YOU HAVE A THIRST FOR KNOWLEDGE OR JUST WANT TO GET A JUMP ON YOUR COLLEGE EDUCATION, CONSULT AN ACADEMIC ADVISOR TO SEE WHAT COURSES YOU CAN TAKE.

IMPORTANT! If any questions come up while in Concurrent Enrollment classes, reference the student handbook. Any side effects surrounding increased self-esteem and motivation are at the discretion of the student to manage.

dts-HD Digital Surround

UVU WILLY 198801-UVU Made in UT

EVERYONE 10+
E 10+ ESRB

*Rating Specification

Concurrent Enrollment is property of Utah Valley University. 2022 UVU. Classes are only available in Utah.

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