

Directions for ENGR 001 registration.

STEP 1. Obtain a Vermont Dual Enrollment Voucher. Go to: <https://education.vermont.gov/student-learning/flexible-pathways/dual-enrollment>

- First, request an account by clicking the link Request Student Account.
- FOLLOW THE **SEPARATE VOUCHER INSTRUCTION SHEET** AND READ CAREFULLY!
- Once you have an account and PIN, log back in with initial password and enter PIN when prompted. Your username is your first and last name (**use capital letters on initials and space between first and last names**).

Username: Your Name Here

COPY YOUR PIN AS SHOWN (no spaces)

- Under the “Request a Voucher” tab, choose University of Vermont.
Under Subject, choose Other. Under Course, choose Course not listed.
In the space provided, enter ENGR 001.

STEP 2. Fill out “I want to take this COLLEGE COURSE for EHS credit!” form and turn this in to Mr. Stapleton.

STEP 3. Register for the course at UVM.

- Go to <https://learn.uvm.edu/support/students/how-to-register/>
- Use the following screen shots as a guide.

Let's get started!

Would you like to.*

- register for a course for university credit (examples: General Psychology, Organic Chemistry)
- register for a credit program (examples: Post-Baccalaureate Premedical, Master of Public Health)
- register for a professional non-credit program or course (examples: Business of Craft Beer, Digital Marketing)

Registration is a two-step process

1. Complete the Pre-registration form below
2. Within 1-2 business days, you will receive an email from the registrar's office with further instructions on how to register for classes.

Are you a New or Returning Student?*

- I am a new student
- I am a returning student

You are a returning student if you have ever registered for a class at UVM

Are you a High School Student?*

- Yes
- No

Select "Yes" if you are currently a high school student

Are you applying for the Guaranteed Admission Program?*

- Yes, take me to the application form
- No

The Guaranteed Admission Program is available to both **recent high school graduates** and non-traditional adult students. [Learn more](#)

Continue

Before you begin..

1. **Vermont Dual Enrollment** students: you will need a **voucher number** to complete registration. **Obtain a dual enrollment voucher.**
2. You will need your social security number
3. You may be asked about **tax history** in the residency section (page 3)
4. You can **save this form** and return later at any time.

Pre-college

When do you plan to take this course? *

Spring 2019

Your Name Here

Student's Name and Email address

Full First Name *

Stacey

Middle

L

Full Last Name *

Anthony

Course of study

High School Course Selection

Course Selection Method

How do you want to select your course? *

- Display a list of entry-level courses (recommended)
- Allow me to hand-enter any course that UVM offers

Instructions for hand-entering course information

1. Visit the [webpage of the UVM Registrar](#).
2. Scroll down and click on the correct term under "Schedule Of Courses By Term"
3. Click on "Schedule of Courses" button on the landing page.
4. Select the College/School or Subject
5. Select a course.
6. View pre-requisites/notes before selecting this course - you may require permission
7. **If your course requires a lab**, use the 'second choice' fields to enter the lab section info
8. **Enter the course information below**

Course choice

Subject

ENGR

Course Number

001

Example: 012

Section

OL1

Example: "OL3" (No spaces)

Course Title *

First-Year Design Experience

CRN

12729

The Course Registration Number (CRN) is a five-digit identification number

Course Details

Credits

3

Start Date

01/14/2019

End Date

05/10/2019

Science Labs

Have you selected a laboratory science course? *

Yes

No

Examples: Biology (BIOL BCOR) College of Agriculture and Life Sciences (CALs) Engineering (CE, ME, ENGR) Chemistry (CHEM) Geography (GEOG, GEOL) Physics (PHYS)

Lab courses usually are in the following subject areas:

Have you selected a laboratory science course? *

Yes

No

Examples: Biology (BIOL BCOR) College of Agriculture and Life Sciences (CALs) Engineering (CE, ME, ENGR) Chemistry (CHEM) Geography (GEOG, GEOL) Physics (PHYS)

Lab courses usually are in the following subject areas:

- BIOL (Biology)
- BCOR (Biology/BioCore)
- CALS (College of Agriculture and Life Sciences)
- CE, ME, ENGR: Engineering
- CHEM: Chemistry
- GEOG: Geography
- GEOL: Geology
- PHYS: Physics

Math Course Placement Test Self-selection/Pre-Requisite Check

All first-time math students are required to take an online math placement test before the course begins. We will contact you with details.

Have you selected a math course above? *

Yes

No

Have you met all of the pre-requisites for this course? *

- Yes
- No

Math Course Placement Test Self-selection/Pre-Requisite Check

All first-time math students are required to take an online math placement test before the course begins. We will contact you with details.

Have you selected a math course above? *

- Yes
- No

Have you met all of the pre-requisites for this course? *

- Yes
- No

Pre-requisites must have been taken at UVM. [Look up your course to check the pre-requisites.](#)

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Guidance Counselor Communication

Enrolling in a course at UVM while in high school may have implications for your high school education. Please acknowledge below that you will be in communication with your guidance counselor about your educational plans at UVM.

Guidance Counselor Acknowledgement *

- I will contact my guidance counselor to confirm that my upcoming course at UVM is part of my personalized learning plan.

Guidance Counselor first name *

Mark

Guidance counselor last name *

Floyd

Guidance counselor email address *

mfloyd@ewsd.org

Guidance Counselor phone number *

mfloyd@ewsd.org

I have already contacted Mr. Floyd, Director of School Counseling at EHS, about the Stat 111 course. He is expecting the Dual Enrollment voucher requests from students in this course. Please **enter Mark Floyd's name and his email address under the Guidance Counselor Acknowledgement.**

| Number of Credits | Tuition | Comprehensive Fee | UVM Health Fee |
|-------------------|---------|-------------------|----------------|
| 1 | \$646 | \$10 | -- |
| 2 | \$1,292 | \$20 | -- |
| 3 | \$1,938 | \$30 | -- |
| 4 | \$2,584 | \$40 | -- |
| 5 | \$3,230 | \$431 | -- |
| 6 | \$3,876 | \$481 | -- |

Responsibility for Student Fees *

I understand that, in addition to any tuition charges, I am responsible for paying the comprehensive fees, and all course fees, lab fees, and/or program fees that may apply based on the course at the full rate regardless of any tuition discount. **Please note, the Dual Enrollment voucher applies to tuition only. All other fees are the responsibility of the student.**

*Please note: comprehensive fees may be \$400 or more if you take more than one class per semester **

I have reviewed the schedule of rates below and understand what I will be charged for comprehensive fees.

Schedule of Rates

- Academic year rates (spring and fall)
- Summer rates
- Summer Academy Tuition and Fees

*The comprehensive fee is mandatory and covers the use of facilities such as the Davis Center, shuttle bus services, library services, etc. These fees are payable online via electronic check or credit card. See the 'Direct Payment Options' section.

Program cancellation acknowledgement *

I understand that UVM reserves the right to cancel this program due to insufficient enrollment or any other reason which would impact the quality or viability of the program.

Once you have completed the registration process, you will receive information back from UVM within a few days. You will need to go into your UVM email account for information on the Comprehensive Fee payment of \$30 (at least this was the case in previous years). UVM will not release your transcript to any other institution until they receive your payment.