



LAS Extended Studies	
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## Economic Literacy Colorado (ELC)

### Graduate Credit Registration Instructions: Fall 2023

*Teetering on the Brink – The Debt Ceiling and the U.S. National Debt*

*December 2, 2023*

*Location: Denver, CO & Virtual*

<b>ECON Credit Option</b>	<b>Course number: ECON 6310-706</b>	<b>0.5 credit hr</b>	<b>Tuition: \$50</b>	<b>5-Digit Class#: 13315</b>
<b>PFL Credit Option</b>	<b>Course number: ECON 6320-703</b>	<b>0.5 credit hr</b>	<b>Tuition: \$50</b>	<b>5-Digit Class#: 13319</b>

**Registration Deadline: December 15, 2023**

#### IMPORTANT NOTES:

- ✓ Because of this course’s proximity to the end of the Fall 2023 semester at UCCS, there will be NO late enrollment for these sections. Please make every effort to begin the registration process as soon as possible.
- ✓ Approximately six weeks after the conclusion of the course, you may request your official UCCS transcript: please see <https://registrar.uccs.edu/transcripts>



**Have you enrolled in a graduate-level course at UCCS in the past 3 semesters?**

- If yes, you already have an active myUCCS Student Portal Account and can skip to STEP 3.
- **If you have not been active for the past 3 semesters, you must re-apply to UCCS per the instructions below and your account will re-activate.**
- Forgot your myUCCS Student Portal username/password? Proceed to: <https://accounts.uccs.edu> or call 719-255-4357

#### STEP 1 --Apply: Academic Outreach/Extended Studies

Access the “UCCS Academic Outreach Application”:

- Go to <https://outreach.uccs.edu/apply>

Completing the Application:

- Provide your personal information; select “Save & Next”
- From the drop down menus:
  - Select an Admit Term: **FALL 2023**
  - Select Desired Program: **Graduate Non-Degree**
- Provide answers to the education and eligibility questions; select “Save & Next”
- Verify that the information you provided is correct, select “Submit”

(go to next page)

## STEP 2 ---Claim Your Account

Within 24 hours of submitting your application, you will 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, request transcripts, and the like.



- **Keep this username and password for future access into your myUCCS Student Portal**
- Please note: our automated e-mails may go to "junk mail," depending upon your e-mail filter set-up.

## STEP 3 ---Register and Pay

Log In to your myUCCS student portal: [www.uccs.edu/portal](http://www.uccs.edu/portal)

### Registration:

- Select **"Register for Classes"** from the Quick Links box; or, select **"Records and Registration"** from the menu at the top right, then select **"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** under "Search by Class Number"; **"13315"** for ECON credit or **"13319"** for PFL credit – register for only one! 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 in the shopping cart
- Click **"add selected classes"**
- Confirm the course and click **"Finish Enrolling"**

### Payment:

- Select **"View/Pay My Bill"** from the Quick Links box; or, select **"Student Financials (Bursars)"** from the menu at the top right, then select **"View/Pay My Bill"**
- Enter the **payment amount** and **payment method** and click on **"Continue"**
- Provide **payment information** for the selected method and click **"Continue"**
- Confirm the payment information and click **"Confirm"** ---*Print a copy for your records, if needed*