

**THREE SUMMERS 2017
COURSE REGISTRATION AND PAYMENT INSTRUCTIONS
CHECKLIST**

Course Registration and Payment Deadlines

The Office of the Bursar has granted special permission for our students to defer payment. Course registration period is **March 22 - May 12, 2017**, and payment deadline is **May 26, 2017** for all Three Summers courses listed below.

- Summer Session 1 – EPSY 5710
- Alternative Summer Session 1 – EPSY 5601 and 5750
- Summer Session 2 – EPSY 5092 and EPSY 5740
- Summer Session 3 – EPSY 5720

Course Information

First year students should register for core courses EPSY 5710 and 5720. Second and third year students should register for core courses EPSY 5601 and 5750.

Meeting time, days, building location, and dates are listed in each of the charts.

**Summer Session 1
Subject: Education - Psychology**

Class Nbr	Subj	Catlg Nbr	Course Description	Sec	Meeting Time / Days / Building / Dates	Instructor
1120	EPSY	5710	Introduction to Gifted Education and Talent Development Scheduling Note: Three Summers in Education	*10	08:30 AM-04:30 PM / MoTuWeThFr/ GENT142 06/26/2017 - 06/30/2017	Gubbins, E. Reis, S.

**Alternative Summer Session 1
Subject: Education – Psychology**

Class Nbr	Subj	Catlg Nbr	Course Description	Sec	Meeting Time / Days / Building / Dates	Instructor
1359	EPSY	5601	Principles and Methods in Educational Research Scheduling Note: Three Summers in Education	*10	08:15 AM-12:15 PM / MoTuWeThFr/ GENT119E 06/26/2017 - 07/07/2017	Siegle, D.
1121	EPSY	5750	Enhancing Creativity in the Classroom Scheduling Note: Three Summers in Education	*10	1:15-5:30 PM / MoTuWeThFr/ GENT101 06/26/2017 - 07/07/2017	Baum, S.

NOTE: No classes Tuesday, July 4.

**Summer Session 2
Subject: Education - Psychology**

Class Nbr	Subj	Catlg Nbr	Course Description	Sec	Meeting Time / Days / Building / Dates	Instructor
1117	EPSY	5740	Strategies for Differentiating the Grade Level Curriculum Scheduling Note: Three Summers in Education	*20	WWW ONLINE 07/10/2017 - 08/11/2017	Little, C.
1118	EPSY	5092	Practicum Note: Program Consent Required Scheduling Note: Three Summers in Education	*30	Arr / Arr / 07/10/2017 - 08/11/2017	Sullivan, M.

Permission is required to register for EPSY 5092 and 5740. Contact Judith Mathews for a permission number – judith.mathews@uconn.edu, or 860-486-6013.

**Summer Session 3
Subject: Education - Psychology**

Class Nbr	Subj	Catlg Nbr	Course Description	Sec	Meeting Time / Days / Building / Dates	Instructor
1358	EPSY	5720	Developing Schoolwide Enrichment Programs Scheduling Note: Three Summers in Education	*10	8:15AM-5:15PM / MoWeThFr AND 8:15AM-12:15PM / Sa GENT142 07/03/2017 - 07/08/2017	Sullivan, M.

NOTE: No classes Tuesday, July 4.

When you are ready to self-register for classes, proceed to steps below to sign in and register for courses.

Login to PeopleSoft to Self-Register for Classes

Logging In

1. Go to the [Home page](#) of this site.
2. Click the **LOGIN** button. The NetID Single Sign On page appears.

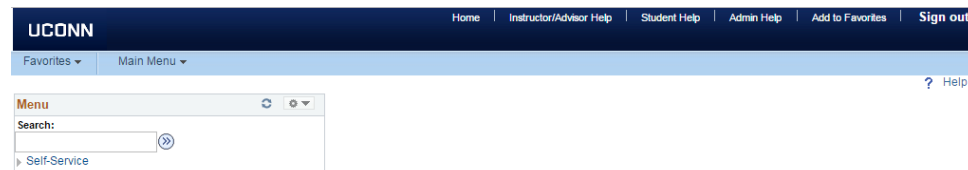


Alternatively, click the **LOGIN** button on the Student Help banner above to access the NetID Single Sign On page.

3. Enter your alpha-numeric **NetID** and **NetID password**. Click the **Login** button. Click the **Need Help?** link for assistance.

The NetID Single Sign On page features a white background with a blue header. It contains two input fields: "NetID" and "Password". Below these is a blue "Login" button. Text below the button reads "On your way to... student.studentadmin.uconn.edu". Further down, it states "UConn Single Sign On serves as your login to many University computing and networking services." There is a checkbox labeled "Warn me before logging me into other sites." and a blue link "Need Help?" highlighted with a yellow border.

You are now logged into the Student Administration System.



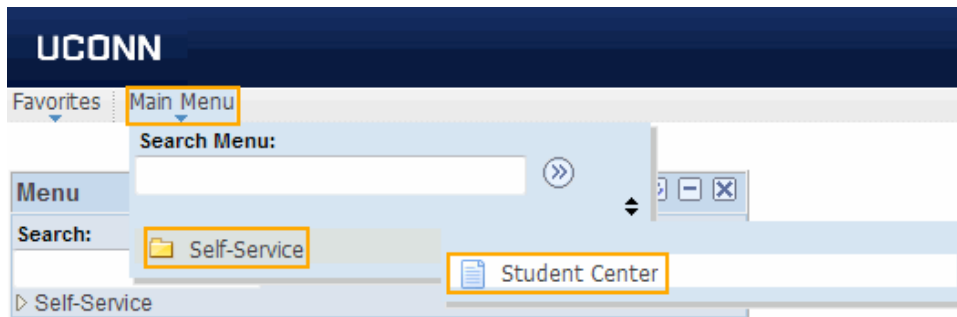
Need Assistance? Access the [NetID Home Page](#), contact the UITS Help Center at 860-486-4357 or email helpcenter@uconn.edu.

Add Classes in PeopleSoft

Add Classes

To enroll in courses, you must add each class to your schedule via the Student Administration System. After logging in, navigate to **Add Classes** by clicking:

Self Service from the Main Menu, and then **Student Center**.



Click the **Enroll** link to access the enrollment tools. The Enroll tab displays with the **add** tool selected.



Add Classes

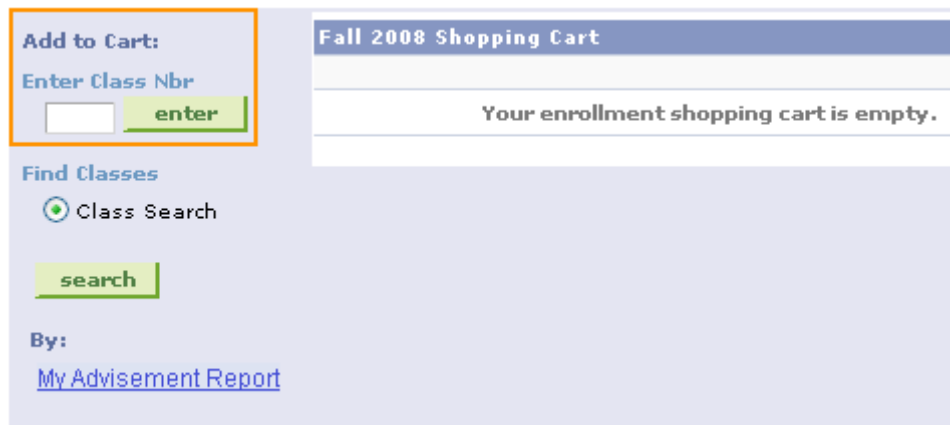


There are three steps to adding classes.

- **Step 1:** The first step is to select classes to add each class to your enrollment shopping cart.

Enter the class number of the course. Each class has a unique number corresponding to it. The class number may be found in the first column of each chart listed under course information above.

Enter the class number in the field and click the **enter** button.



Before a class is added to your enrollment cart, you can edit the enrollment preferences. For instance, if a permission number is required to register for a course, you can enter it here. Or, the class may be for a variable number of credits. In this case, be sure to update the **Units** field to the correct number of credits. If you enroll in a variable credit course and do not update the Units field, the system will default to 1.00 credit. **All of our courses are 3 credits.**

Add Classes

1. Select classes to add - Enrollment Preferences

Fall 2008 | Undergraduate | University of Connecticut

INTD 1998 - Variable Topics Seminar

Class Preferences

INTD 1998-002 Seminar ● Open

Permission Nbr

Grading Sat./Unsat.

Session Regular Academic Session

Career Undergraduate

Units

Enrollment Information

- Instructor Consent Required to enroll in this class

Click the **Next** button to add the course to your enrollment cart, or move on to **Step 2**.

- **Step 2:** Confirm the classes you wish to add to your schedule. If everything is correct, click the **FINISH ENROLLING** button to continue. If you need to make changes, return to Step 1 by clicking the **Previous** button.

Add Classes



2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Fall 2008 | Undergraduate | University of Connecticut

● Open ■ Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
INTD 1998-002 (11843)	Variable Topics Seminar (Seminar)	We 2:00PM - 2:50PM	Center for Undergrad Educ 321		1.00	●
PSYC 2300-001 (6156)	Abnormal Psychology (Lecture)	TuTh 5:00PM - 6:15PM	Mont101		3.00	●
PSYC 2301-001 (4614)	The Study of Personality (Lecture)	TuTh 2:00PM - 3:15PM	Schn55		3.00	●

- **Step 3:** View the results of your enrollment requests. Classes that were added to your schedule successfully, display with a green checkmark and a success message. Classes that were not added to your schedule display with a red 'X' and an error message. Review any error messages for an explanation of why a class was not added. **Still having problems registering? Contact either the registrar 860-486-3331, or the graduate school 860-486-3617.**

Add Classes

1 2 3

3. View results

View the following status report for enrollment confirmations and errors:

Fall 2008 | Undergraduate | University of Connecticut

Class	Message	Status
INTD 1998-002	Success: This class has been added to your schedule.	✓
PSYC 2300-001	Success: This class has been added to your schedule.	✓
PSYC 2301-001	Error: Unable to add this class - term maximum exceeded. Adding this class would exceed the maximum number of units or courses allowed for this term.	✗

✓ Success: enrolled ✗ Error: unable to add class

[MY CLASS SCHEDULE](#) [ADD ANOTHER CLASS](#)

Once the Add process is complete, you can add another class, or view your class schedule.

Pay Fee Bill in PeopleSoft

Usually the next business day after you register for courses, new fee charges are posted. Notification is sent by the Bursar's Office to your UConn e-mail account. **A \$50 late fee will be charged to your account if you don't register and pay by May 26 for all courses listed above.**

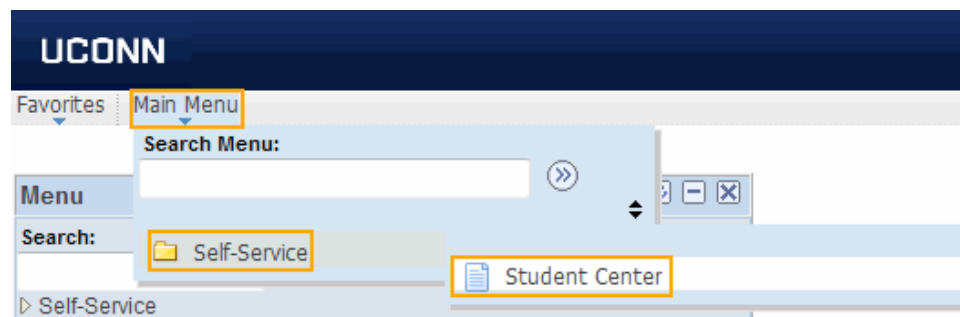
To submit a payment toward an outstanding balance with a **credit card**, use the **Pay Fee Bill by Credit Card** option in the **PeopleSoft** Student Administration System. **Note:** If you are making a payment by **Electronic Check**, click the **Pay Fee Bill by e-Check** option to link out to the *Student Account Suite*.

Use this procedure to **link to** the University of Connecticut **Bill and Payment Suite** where students can log in to **pay their fee bill**, create an **authorized user**, and enroll in and manage a **payment plan**.

NOTE: A 2.75% convenience fee applies to credit card transactions.

Log in to the Student Administration System and navigate to the **Finances** section of the Student Center by clicking:

1. **Main Menu**, **Self-Service**, and then **Student Center**.



2. Scroll down to the **Finances** section, and then click the **Pay Fee Bill, Authorize Users, Manage Payment Plan** link.

Finances

My Account

[View Fee Bill](#)

[Pay Bill, Authorize Users, Manage Payment Plan](#)

[Pay Fee Bill by Wire Transfer \(International Only\)](#)

[Pay Room Reservation Fee](#)

[Request GA Payroll Deduction](#)

[Create Student Permissions](#)

[Enroll or Edit Direct Deposit Information](#)

other financial... >>

3. The page loading message displays. Then you are linked to the **Bill and Payment Suite**.

Now Loading. Please Wait...
This could take several minutes.
--- Do not click the Stop or Back buttons at this time ---

4. Click the **Make a Payment** or **View Account Activity** buttons or use the links at the top of the page to navigate throughout the website.

University of Connecticut

My Account | Payments | Payment Plans | eBills

Account Activity | My Profiles | Authorized Users

Account Alerts
No alerts at this time.

Announcements
Use the links at the top of the page to: -View e-Bills -Make e-Check Payments -Enroll in/manage Payment Plans - Create Authorized Users
Important Information: Spring 2014 e-Bills are ready to view, and enrollment for the Spring 2014 Payment Plan is open through Day 10 of classes, February 3rd, 2014. Your e-Bill displays your balance due as of your last statement. Your current balance may differ depending on recent account activity. Click the View Current Activity link on the right side of this page for the most up-to-date information.

My Account
Current Account Status
Balance: \$0.00
Make a Payment View Account Activity

Statements
eBill Statement
A new bill for Student Account was delivered on 11/19/13.
Account Type: Student Account
Statement Date: 11/19/13
Bill Amount: -\$688.00

If you have questions regarding **your bill**, making **payments**, the UConn **payment plan**, or setting up **authorized users**, email paymentplan@uconn.edu.

For more detailed information, see the University of Connecticut **Bursar** website.

If your payment is not successful, you can resubmit the payment or make another payment. For assistance with payment, call the Bursar's Office at 860-486-4830.

Contact Information

Judith Mathews, Program Administrator
judith.mathews@uconn.edu
860-486-6013
Tasker Building Room 43

Summer 2016 Faculty

EPSY 5601
Del Siegle - del.siegle@uconn.edu
860-486-0616
Gentry Building 340C

EPSY 5092 and EPSY 5720
Mary Sullivan - mary.b.sullivan@uconn.edu
860-486-4685
Tasker Building Room 17 (6/25-7/14/17)

EPSY 5710
E. Jean Gubbins - ejean.gubbins@uconn.edu
860-486-4041
Tasker Building Room 34

EPSY 5750
Susan Baum - subeebaum@yahoo.com
860-429-8117

Checklist/Deadlines

Returning Students

March 30

_____order books

May 12

_____register for courses

May 26

_____pay for courses

June 1

_____complete 2016-17 FAFSA online
_____register for early bird Confratute conference rate
_____RSVP (yes or no) to Judith for all Social Events*
(Welcome Meeting, July 4 Barbecue, and Banquet)

June 14

_____register for parking**
_____register for housing
_____call dining services to sign up for meal plan (optional)

June 25

_____pay for July 4 Barbecue (**cash only**) and Banquet (**check only**)
_____bring UConn ID to campus
_____bring gift to exchange following welcome meeting (optional)

New Students

March 30

_____order books

May 12

_____register for courses

May 26

_____pay for courses

June 1

_____complete 2016-17 FAFSA online
_____register for early bird Confratute conference rate
_____RSVP (yes or no) to Judith for all Social Events*
(Welcome Meeting, July 4 Barbecue, and Banquet)

June 14

_____register for parking**
_____register for housing
_____call dining services to sign up for meal plan (optional)
_____submit photo online for One Card ID
_____submit digital photo to Judith for office files (required)**
_____Health History Form (required)**
_____TTT Questionnaire (required)**
_____Interest-A-Lyzer (required)**

June 25

_____pay for July 4 Barbecue (**cash only**) and Banquet (**check only**)
_____bring gift to exchange following welcome meeting (optional)
_____bring government issued ID to orientation/welcome meeting

Download

_____UConn campus map <http://uconn.edu/content/uploads/2016/07/11X17-WWW-Map-JULY2016.pdf> (print version)
_____UConn campus map <http://maps.uconn.edu/> (to install on your Android device or iPhone)
_____UConn parking map <http://park.uconn.edu/wp-content/uploads/sites/112/2015/09/uconnparkingmap.pdf>

*Social events:

- **Welcome Meeting – Students only, please. No charge for this event.**
- **Independence Day Barbecue – number of adults (including yourself) and children** Submit payment (**CASH ONLY**) to Judith on June 25. \$15 for each adult and \$10 for each child 12 and under.
- **Banquet – number of adults (including yourself) and children.** The Three Summers Program will pay for students; however, payment is required for guests - \$45 per adult and \$20 per child 12 and under (**CHECKS ONLY – PAYABLE TO UCONN**) to Judith on June 25.

**Submit parking registration form by email to Judith judith.mathews@uconn.edu.