



WORKSHOP: TEACHER TRAINING AP COURSES

EDTL:5080:0WKA

Enrollment Information

Thank you for your interest in receiving credit from the University of Iowa for your participation in the Teacher Training for AP Courses with Laurie Croft.

Please find quick steps and additional support resources here. Please complete enrollment by June 30, 2019. If you have questions, or need assistance, please reach out to me at 319.467.0110 or doe-reg@uiowa.edu.

QUICK STEPS, DISTANCE AND ONLINE NONDEGREE ADMISSION AND ENROLLMENT

1. **GO TO** – [Distance and Online Nondegree](https://distance.uiowa.edu/students/distance-and-online-nondegree)
distance.uiowa.edu/students/distance-and-online-nondegree
Fill out the application and submit. If you have taken a course with the University of Iowa in the past year, skip to number 3.
2. **LOOK FOR AND RESPOND** – Set-up your HawkID with instructions you receive in an email from the UI Office of Admissions within 24-hours of submitting your application.
3. **LOG IN** – Using your HawkID and password, log in to the UI student portal, [MyUI](https://myui.uiowa.edu/my-ui/home.page).
myui.uiowa.edu/my-ui/home.page
4. **SUBMIT** – Once you are logged in to [MyUI](https://myui.uiowa.edu), you will need to submit the Student Billing Agreement.
5. **GRADUATE STUDENTS ONLY** (undergraduates skip to 6.) Contact the Graduate College to request to be authorized to enroll in EDTL:5080:0WKA. You will email Anne Sparks at: anne-sparks@uiowa.edu.
6. **ENROLL** – While you are still logged in to [MyUI](https://myui.uiowa.edu), go to the COURSES/REGISTRATION tab.
-Session – *Spring 2019*
-Course Subject – *EDTL*
-Course Number – *5080*
-Section Number – *OWKA*
-Hit the green **Search** button
-Click the blue **Enroll** button
7. **ENTER** –Special permission number *990*
8. **ADD** the course to your Summer 2019 schedule.

Congratulations! You are now enrolled in EDTL:5080:0WKA for Summer 2019.

NONDEGREE ADMISSION & ENROLLMENT

distance.uiowa.edu/students/distance-and-online-nondegree

Provides more information about the steps to admission and enrollment.

TECHNICAL SUPPORT its.uiowa.edu/contact

You will find Information Technology Services contact information and links to technical support.

YOUR UNIVERSITY EMAIL its.uiowa.edu/support/article/110386

Provides information about UI email. Please note: All course and administrative information is sent to your UI email.

TO RECEIVE GRADUATE CREDIT:

You must send official transcripts showing your baccalaureate (or higher) degree to:

Office of Admissions

The University of Iowa

107 Calvin Hall

Iowa City, IA 52242-1396

or, gradmail@uiowa.edu

— You must have a minimum 2.50 (on a 4.00 scale) GPA

Please note: If transcripts do not indicate a 2.5 GPA or above, you will be admitted as an undergraduate student.

PAYMENT

Tuition rates for Summer 2019 are \$544.00/semester hour. You will be billed by the University of Iowa and will receive your bill at your UI email address (student-name@uiowa.edu). **UBILLS ARE SENT TO YOUR UI EMAIL ONLY—no paper bills are mailed. U-Bills are available for review and payment online through MyUI.** If assistance is needed, please call 1-800-272-6430.

Thank you and welcome to the University of Iowa!

Mollie Willis, MS

Registration/Student Services

Distance and Online Education

The University of Iowa

319.467.0110

doe-reg@uiowa.edu