

TRANSFER CREDITS

- UO Graduate School policy allows master's students to transfer a maximum of 15 graduate credits into their master's degree program. Appropriate graduate credits earned during CEP status may be included in the 15 credits. Departmental policies may vary and you should verify details with your intended major department.
- CEP students planning to transfer course work to another institution should check transfer policies at that institution.

AVAILABLE COURSES

You may register for any university course, if space is available, provided you have satisfied all prerequisites. Contact the instructor or department prior to registration to verify your status regarding any prerequisites.

A designated registration period for CEP students takes place each term. For a complete listing of courses please consult the *Class Schedule*. This contains meeting times, credits, prerequisites and grading options, along with registration, fee payment and refund deadlines.

- Web access is available at <http://classes.uoregon.edu>
- General UO information is available at <http://www.uoregon.edu>

2007–2008 REGISTRATION DATES

Fall Term 2007

Registration begins September 10

Classes are held September 24–November 30

Thanksgiving holiday: November 22-23

Winter Term 2008

Registration begins December 24

Classes are held January 7–March 14

Martin Luther King holiday: January 21

Spring Term 2008

Registration begins March 17

Classes are held March 31–June 6

Memorial Day holiday: May 26

REGISTRATION

All UO students register online (*DuckWeb*) at <http://duckweb.uoregon.edu>. CEP students who did not have an active registration in the previous year must complete a Personal Access Code (PAC) request form. After receiving a PAC in the mail, students can use the DuckWeb system.

There are three ways to request a PAC:

- Visit the website at <http://cep.uoregon.edu> and connect to the form online.
- Call (541) 346-5614 to complete the form over the phone.
- You may complete the form in person at either of the CEP office locations.

The academic level of a course registration cannot be changed at a later date. You may apply for a partial refund if you drop courses before the date specified in the *Class Schedule*.



Community Education Program

1234 University of Oregon
Eugene OR 97403-1234

333 Oregon Hall and
975 High Street, Suite 110

<http://cep.uoregon.edu>
(541) 346-5614
cep@uoregon.edu



UNIVERSITY OF OREGON



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COMMUNITY EDUCATION PROGRAM 2007 - 2008

Would you like to “test the water” before applying to a degree program?

Or do some course work that helps you get a raise, transition into a second career, or just explore something exciting?

Through the Community Education Program (CEP), you can take up to 8 credits of graduate or undergraduate course work each term. Formal admission is not required. School transcripts and entrance exams are not necessary.

- CEP students are non-matriculating, part-time students, entitled to a student photo ID during terms of active enrollment, with access to most student services.
- Course work is recorded on a transcript and may be applied to degree programs.
- CEP students are subject to the same registration and fee payment deadlines as admitted students.
- CEP students without a bachelor’s degree will be classified as undergraduate students and will not be approved to enroll in graduate-level courses.

CEP ELIGIBILITY

Enrollment is open to:

- People who were never enrolled at the university as regularly admitted students.
- People who have never re-enrolled as regularly admitted students since the completion of a university degree.
- People who relinquish their admitted status. (Undergraduate students should call the admissions office, (541) 346-3201; graduate students should call the Graduate School, (541) 346-5129.)
- If you have questions about your status call the CEP office at (541) 346-5614, during the hours of 8:00 a.m.–5:00 p.m., Monday–Friday.

TUITION AND FEES

Tuition is based on the academic level of the course. To determine tuition for undergraduate courses (100-499), refer to the vertical column at the far left (4 credits cost \$721). Courses numbered 500-799 are assessed at the graduate tuition rate (see horizontal column, where 4 credits cost \$1,765).

Tuition for a combination of 4 undergraduate credits plus 4 graduate credits would cost \$2,264.

		Course Level 500 Plus								
		0	1	2	3	4	5	6	7	8
Course Level 1 to 499	0		611	995	1,380	1,765	2,151	2,536	2,922	3,308
	1	350	735	1,119	1,504	1,890	2,276	2,661	3,047	
	2	473	858	1,242	1,628	2,014	2,400	2,785		
	3	597	982	1,367	1,753	2,139	2,525			
	4	721	1,107	1,492	1,878	2,264				
	5	845	1,231	1,616	2,002					
	6	970	1,356	1,741						
	7	1,094	1,480							
	8	1,219								

The tuition charges for CEP students include the following mandatory fees: Technology, Building, Registration, Recreation and Fitness center, Energy Surcharge, Incidental fees, and any current surcharges.

CEP students do not pay the Health Service fee and therefore are not eligible for health and counseling services.

Some courses may have additional fees for course-specific items such as studio materials or lab products. Other courses have Self-support fees that entirely replace tuition and mandatory fees. These fees will be noted on the course section details in the online class schedule.

FINANCIAL AID

Financial aid is only available to formally admitted students.

SERVICES AND PRIVILEGES

As an actively enrolled CEP student, you have access to a variety of resources that are supported through mandatory fees. This includes computing services, library privileges, bus transportation, discounts on textbooks at the UO bookstore, eligibility for participation in student groups, and other benefits. Your photo ID card will often be required for verification of your actively enrolled status. Some services may not be available and privileges are subject to change; therefore, you should inquire at each office where you are seeking use of a service or facility.

COUNSELING AND ADVICE

If you need more information, call the Community Education office, (541) 346-5614, or visit the offices at either 975 High Street, Suite 110 (downtown), or 333 Oregon Hall (on campus). Oregon Hall is located at 13th Avenue and Agate Street.

For those who have been away from high school or college for a number of years, academic counseling is offered through the Office of Academic Advising and Student Services, in 364 Oregon Hall. Assistance includes pre-enrollment advising, orientation to the university, and academic and vocational planning. For more information, call (541) 346-3211.

PHOTO ID CARDS

CEP students are entitled to a UO Photo ID card that can be used to access services on campus. To obtain your card, visit the Photo ID Office at 12 Erb Memorial Union. There is a \$5.00 fee to issue a new card. If you have previously obtained an ID card, you may continue to use that card. Lost or stolen cards are subject to a replacement fee. All fees will be billed to your UO account. If you have questions, call the Photo ID office at (541) 346-3113.

