

## BEFORE YOU BEGIN

The University of Utah **requires** that all incoming Bridge Program students have an OFFICIAL AP SCORE with a score of 3 or higher as proof of meeting the prerequisite for enrollment with the test taken in grades 9, 10 or 11. If you scored a 3 or higher, your school administrator will list you on the Bridge Program Roster and confirm your AP score with the University of Utah.

## PREPARE TO ENROLL

1. Know your FULL legal first, middle, and last name(s) \_\_\_\_\_
2. Access to a non-high school email for a registration code \_\_\_\_\_
3. Access to parent/guardian email \_\_\_\_\_
4. Student identification type and number, if applicable (see below) \_\_\_\_\_
6. Bridge Course and Section (Ex: CHIN 316-030) \_\_\_\_\_
5. Credit Card and billing information ready to pay \$15 tuition for online registration (Y/N)

**Note:** Citizenship status does not affect the ability to enroll in CE courses, and you can enroll if you do and if you do not have a Social Security Number. Just like your enrollment in high school, enrollment information with the university is never shared outside of the school registration/enrollment process.

### STUDENT IDENTIFICATION TYPES

- a. U.S. Citizen** – If the student is a U.S. citizen you will need to have your SSN (Social Security Number). If you do not have a SSN, you will select “International”.
- b. International Student** – Select “International” if you do not have a SSN, and choose one of the following 5 options listed below:
  - i. International Student** – if selected, it will show required fields for Country of Origin and Current VISA Type.
  - ii. Permanent Resident** – if selected it will show required fields for SSN or Alien Registration Number.
  - iii. Undocumented** – No documentation is required. Undocumented students are supported to enroll in Concurrent Enrollment, including Bridge Program classes, and to attend college in Utah according to state code 53B-8-106.
  - iv. U.S. Non-Citizen National** – American Samoa – if selected it will show a required field for SSN
  - v. Refugee/Asylee** – if selected it will show a required field for Alien Registration Number.

## START TO ENROLL

Visit our website by  
clicking or scanning the QR code



STEP 1:



ENROLL WITH USHE

STEP 2:



REGISTER AND PAY

See instructions on other side

Complete **STEPS 1 & 2** the **SAME DAY AS YOUR FIRST DAY OF CLASS**, date: \_\_\_\_\_

## STEP 1: USHE

### ENROLL WITH THE UTAH SYSTEM OF HIGHER EDUCATION (USHE)

1. After visiting the QR code, choose "Enroll with USHE"
2. Watch the tutorial video on our help page or the USHE website
3. You will receive an email confirmation after you have completed USHE to confirm completion. If there is an issue with this form, or you do not receive an email confirmation, you need to contact USHE directly at 844-371-2326.

## STEP 2: REGISTER AND PAY

### REGISTER AND PAY FOR YOUR BRIDGE COURSE

1. After completing USHE, choose "Register and Pay for Course" on the QR code website.
2. Choose the high school where you take the Bridge course.
3. Look at your high school schedule. Choose the correct LANGUAGE and PERIOD/SECTION of the course.
4. Use a credit card to pay for your course (\$15) and enter the corresponding billing information with a guardian's permission.

NOTE: Continuing Education can accept cash payments if it is arranged by your teacher in advance to have our team visit in-person.

## STEP 3: UofU CANVAS

1. Watch for an important email from the University of Utah's Continuing Education once your steps are processed. This email will confirm that you completed Step 1 AND Step 2 and will provide you with your University of Utah I.D. number, called a "UNID".
2. You can always recover your UNID through the UofU registrar's office if you lose it.
3. Access your UNID and record it in a place you keep private passwords.
4. To access your University of Utah course, go to canvas.utah.edu and log in using your UNID and password (first-time password is your birthday MMDDYY).



NOTE: Logging into the University of Utah's Canvas will require Duo Authentication. This means that you will need to set up a phone number or email address that you can check every time to log into Canvas. You may be required to download the app on your phone.

**Visit our Help Page for more assistance:**

**<https://l2trec.utah.edu/bridge-program/ueregistration/help>**