

# Enrollment Checklist

## ☒ 1. Receive Your UCCS Acceptance Letter

Congratulations! You are officially a student at UCCS!

## ☐ 2. Claim Your MyUCCS Account

To claim your account, you will need your student ID number listed on your acceptance letter. Once you have your Student ID number, visit [accounts.uccs.edu](https://accounts.uccs.edu) and select "Claim your Account." Contact the Helpdesk at 719-255-3536 with questions.

## ☐ 3. Apply for Financial Aid

Complete a FAFSA (Free Application for Federal Student Aid) online at [fafsa.gov](https://fafsa.gov) and list the UCCS school code (004509). Priority filing date is March 1.

### Complete the UCCS General Scholarship Application.

The scholarship application is located within the MyUCCS portal. The deadline for most of the scholarships is March 1. Check out our website: [uccs.edu/finaid](https://uccs.edu/finaid)

## ☐ 4. Apply for Housing

New freshmen under the age of 20 are required to live in UCCS's state-of-the-art residence halls located in our scenic Summit Village and Village at Alpine Valley locations. Colorado residents of El Paso County qualify for an exemption to this requirement. All freshmen, however, are strongly encouraged to live on campus to experience our exceptional residence life accommodations to enhance their overall college experience. Either a housing application or an exemption form must be submitted. Applications, forms and requirement details are at [uccs.edu/residence](https://uccs.edu/residence)

## ☐ 5. Register for Orientation

Go to [uccs.edu/orientation](https://uccs.edu/orientation) and click on the appropriate registration form. Registration forms for Spring semester will be available October 1. Registration forms for Summer or Fall semester will be available March 1.

## ☐ 6. Send in Final Transcripts and AP or IB Scores

If you are still taking classes in high school, send in your final transcript showing you have graduated. If you are currently taking, or have taken, classes at a different college, send in a final transcript showing all of the classes you have completed. If you took an AP and/or IB test, you will need to ensure that the scores for those tests are sent. If you have questions, contact us at [ugapp@uccs.edu](mailto:ugapp@uccs.edu)

### Send Your Records to:

UCCS Office of Admissions  
1420 Austin Bluffs Parkway  
Colorado Springs, CO 80918



## ☐ 7. Review Transfer Credit

As an admitted transfer student at UCCS, you can access your transfer credits. Log in to your MyUCCS account (see checklist step #2) and go to Degree Audit to see how your credits transferred. (Please allow three to five business days for your transfer credit to be posted.)

## ☐ 8. Take Placement Tests

Only certain majors require the Math Placement Test (MPT) and/or Chemistry Placement Test (CPT). To find out if you need to take either test and to learn more, please visit:

MPT: [uccs.edu/mpt](https://uccs.edu/mpt)

CPT: [uccs.edu/cpt](https://uccs.edu/cpt)

## ☐ 9. Attend Orientation

Meet with your academic advisor, receive an official transcript evaluation and register for your first semester of classes at orientation. Also learn about other resources and services offered to UCCS students. Visit [uccs.edu/orientation](https://uccs.edu/orientation)

## ☐ 10. Measles, Mumps and Rubella

After you register for orientation, please upload a COPY of your Measles, Mumps and Rubella (MMR) immunization records to the UCCS Wellness Center portal at [uccs.medicatconnect.com](https://uccs.medicatconnect.com)

## ☐ 11. Meningitis Immunization

If you will be living in on-campus housing, you must upload a certified record showing proof of a Meningococcal ACWY vaccination to the UCCS Wellness Center portal ([uccs.medicatconnect.com](https://uccs.medicatconnect.com)) after you register for an orientation. If you opt not to receive the vaccine, you must sign a waiver that can be found at [uccs.edu/meningitiswaiver](https://uccs.edu/meningitiswaiver)





**UCCS**

University of Colorado  
Colorado Springs



University of Colorado  
Boulder | Colorado Springs | Denver | Anschutz Medical Campus

## Contact Info

**Academic Advising**  
719-255-3260

**Admissions**  
719-255-3084

**Athletics**  
719-255-3601

**Bookstore**  
719-255-3247

**Bursar/Cashier's Office**  
719-255-3391

**Disability Services &  
Testing Center**  
719-255-3354

**Financial Aid**  
719-255-3460

**First Year Experience**  
719-255-3688

**Registrar**  
719-255-3361

**Residence Life**  
719-255-4042

**Orientation**  
719-255-3098

**Student Life**  
719-255-3540

**Veteran and Military Office**  
719-255-3253

