Trauma Training Foundation I (NSEM 1001) *** August 26, 2019 – October 18, 2019

Part one of a two-part Trauma Training for Professionals. This eight-week online course will give students a basic foundation of trauma, including an introduction to stress reactions, symptoms of posttraumatic stress disorder, biology, multiculturalism and diversity of trauma, developmental trauma, crisis interventions, and evidence-based treatments for adults and children. Students will learn material through a combination of empirical journal articles, media presentations, and online discussions. This course will benefit anyone looking for a basic understanding of the symptoms and impact of trauma. Class begins August 26, 2019 and ends October 18, 2019 (Fall term). *Class contact hours: 10 Training Hours, 1 Continuing Education Unit.

✓ Registration Deadline: August 26, 2019
✓ Continuing Education Units cannot be used toward an academic degree program

| NSEM 1001-N01 Trauma Training Foundation I | 10 Training Hours, 1 Continuing Education Unit | Cost: $292 | Class Nbr to enroll: 40770 |

Have you enrolled in a Non-Credit course at UCCS in the past 3 semesters?

- If yes, you already have an active myUCCS Student Portal and can skip to STEP 3.
- Forgot your myUCCS Student Portal password? Proceed to: https://accounts.uccs.edu or call 719-255-3536

**STEP 1 ---Apply: Non-Credit = Continuing Education Units**

Go to www.uccs.edu/apply, select Academic Outreach application

Provide your personal information; select “Save & Next”

From the drop down menus:

- Select an Admit Term: Fall 2019
- Select Desired Program: Non-credit

Non-credit = Continuing Education Units

Provide answers to the education and eligibility questions; select “Save & Next”

Verify that the information you provided is correct, select “Submit”

**STEP 2 ---Claim Your Account**

Within 24 hours of submitting your application, you will receive an automated e-mail when your myUCCS student portal account is ready. You can then proceed to https://accounts.uccs.edu to claim your account to access your student portal ---where you can register, pay your bill, request transcripts, and the like.

- Keep this username and password for future access into your myUCCS Student Portal
- Please note: our automated e-mails may go to “junk mail,” depending upon your e-mail filter set-up.

**STEP 3 ---Register and Pay**

Log in to your myUCCS student portal, www.uccs.edu/~portal

**Registration ---Click on “Records and Registration”**

- Click on “Register for Classes”
  
  ✓ Pre-registration verifications: address (‘Home’ address marked as ‘Local’), phone numbers, emergency contact
  
  ✓ Tuition and Fee Agreement and Disclosure
  
- Enter the 5-digit Class Number under “Search by Class Number”. Click “Submit Class Number”
  
- Confirm the details of the course and click “Next”
  
- Check the box of the course you would like to enroll, under the “Select” column
  
- Click “Proceed to Step 2 of 4”. Confirm the course and click “Finish Enrolling”

**Payment ---Click on “Student Financials (Bursar)”**

- Click on “Pay Your Bill”
  
- Enter the payment amount and payment method and click on “Continue”
  
- Provide payment information for the selected method and click “Continue”

- Confirm the payment information and click “Confirm” ---Print a copy for your records, if needed

**PAYMENT MUST BE MADE IN FULL BY START OF CLASS, August 26, 2019, OR YOU WILL BE DROPPED FROM THE CLASS**