### Virginia Council of Economic Education Application Process -- UVa-Wise Summer Course ECO 2550

Welcome to the UVa-Wise and the summer course offering ECO 2550. The following steps will help you as you navigate the process of becoming a non-degree (ND) seeking student at UVa-Wise. As you move through the steps below, do not hesitate to email and ask questions of either your Program Administrator or the Office of the Registrar. We hope you have a productive and enjoyable experience!

## STEP 1

Fill out the Non-Degree Seeking Student Application found at the end of this document and return to the Program Administrator.

Once you have processed our application and are in the system, you will receive notification from the Office of Admissions that you have been admitted.

## STEP 2

Once admitted and in the Student Information System, you will be eligible for registration. Upon receiving approval to join the course, the Program Administrator (or designee) will send your name to the Office of the Registrar and you will be registered for the course.

**Note:** It is during this step that the Cashier will be notified that you are part of the VCEE program. Should you receive a bill for the course, simply tell our instructor or contact the Office of the Registrar (276-328-0117) and this will be corrected.

## STEP 3



Moodle is the Learning Platform that will be used in the ECO 2550 course. Upon registration for the course, you will automatically have a Moodle account activated. Should you have problems with Moodle, contact your course instructor and he will follow up with appropriate personnel. Go to **my.uvawise.edu** (you do not need to log in to that page) and scroll down to see the Moodle Login Icon

Click the Moodle Icon and you will find the Moodle Login Page (pic below). Use your Student Information System login to access your ECO 2550 course.

# HELPFUL LINKS

Moodle Login -- <u>https://moodle.uvawise.edu/</u>

Office of Information Technology -- <u>https://www.uvawise.edu/uva-wise/administration-</u> services/oit/

Office of the Registrar -- https://www.uvawise.edu/uva-wise/administration-services/registrar/



### Application for Non-Degree Admission OFFICE OF ADMISSIONS

The University of Virginia's College at Wise One College Avenue • Wise Virginia 24293-4412

### Personal Information

| NAME (Please print)  |   |  |
|--|---|--|
| FIRST  | MIDDLE  | LAST   |
| PREFER TO BE CALLED  | BIRTHDATE (Month/ Day/ Year)  | GENDER MALE FEMALE                                     |
| SOCIAL SECURITY NUMBER (For reporting purposes only)   |   |  |
| ARE YOU MARRIED?   | OYESONO IF YES, MAIDEN NAME?_   |  |
| HOME ADDRESS   |   |  |
| MAILING ADDRESS (Not physical address)   |   | APT. NO  |
| CITY/STATE   | COUNTY  | ZIP CODE   |
| HOME PHONE (Area code)   | CELL PHONE (Area code)  |  |
| E-MAIL   | I'M SCREEN NAME   |  |
| EMPLOYMENT   |   |  |
| COMPANY NAME   | WORK PHONE (Area code)  |  |
| HAVE YOU APPLIES FOR ADMISSION HERE PREVIOUSLY?  | YES ONO If yes, when? (Month/Year)  |  |
| HAVE YOU ATTENDED UVA-WISE BEFORE? OYES ONO IF   | yes, when? (Month/Year)   |  |
| DID YOU RECEIVE A DEGREE FROM UVA-WISE? OYES ONC   | If yes, check one: OB.A. OB.S.  |  |
| WHEN DID YOU PLAN TO ENROLL? OFALL (August) OSPRING  | G (January) OSUMMER SESSION I (June) OSUMMER SESS   | SION II (July) YEAR:                                   |
| WHICH CAMPUS DO YOU PLAN TO ATTEND? (Transfer students only)   | Owise campus Oabingdon campus Oleban  | ON CAMPUS  |
| CITIZENSHIP STATUS   |   |  |
| OU.S. CITIZEN BY BIRTH OU.S. CITIZEN BY NATURALIZATIO  | ON (Provide documentation) ONATURALIZATION PENDING (P.  | rovide documentation)                                  |
| OPERMANENT RESIDENT (Please provide copy of both front and back of   | f Form I-551 and attach) OPERMANENT RESIDENCY PEN   | DING (Provide documentation)                           |
| OALIEN (01) (Please complete International Applicant Information Form.)  | COUNTRY OF RESIDENCE  | VISA TYPE  |
| OOTHER (Provide documentation)   |   |  |
| RACE (Optional for reporting purposes only)  |   |  |
| O AFRICAN AMERICAN (02) O NATIVE AMERICAN (03) O ASIAN/F   | ACIFIC ISLANDER (04) O HISPANIC/LATINO (05) O CA  | UCASIAN (06) O OTHER/UNKNOWN (07)                      |
| Legal Disclosure   |   |  |
| HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OF<br>If yes, please enclose an explanation. If you are charged with a crim | FENSE OTHER THAN A MINOR TRAFFIC VIOLATION<br>inal offense after you submit this application, notify the Office | N? O YES O NO<br>of Admissions in writing immediately. |

HAVE YOU EVER BEEN SUSPENDED OR EXPELLED FROM ANY SCHOOL? O YES O NO If yes, please enclose an explanation. If you are suspended or expelled after submitting your application, notify the Office of Admissions immediately.

#### The Honor System

The Honor System, adopted by the college in 1956, is a form of student self-government under which all students pledge to cooperate in acting honestly and honorably. Specifically, the System rests on the premise that lying, cheating, and stealing are not tolerable within the College community. The Honor System is administered by an Honor court elected by the studen body and composed of representatives from each class. It is grounded in the belief that students are honest and trustworthy. A violation of the System in an offense against the entire student body. A violation can result in dismissal from the college or imposition of an intermediate sanction. The College will automatically enforce any sanction imposed by the Honor Court on a student certified to be guilty of a breach of the Honor System.

I hereby apply for admission to the University of Virginia's College at Wise and certify that the information provided on this application is true to the best of my knowledge. I understand that omitting information or providing false information will result in denial or dismissal from the College. I accepted, I agree to comply with and be governed by all the rules and regulations of the College. I further agree to subscribe to the Honor system administered by the student body.

#### APPLICANT'S SIGNATURE (required for admission)

DATE

Information provided on this application may be sent to the Virginia State police and other state and federal agencies as required by law.

In accordance with federal law, the law of the commonwealth of Virginia, and the policies of the Rector of visitors of the University of Virginia, the College does not discriminate in any of its programs, procedures, or practices against any person on the basis of age, citizenship, color, handicap, see, secual orientation, or status as a disabled veteran or veteran of the Vietnam era. The College operates equal opportunity and affirmative action programs, for faculty, staff, and students. The Equal Opportunity/Affirmative Action Office (EO/AA) is responsible for the enforcement of the College's nondiscrimination obligations. An applicant for admission or employment or any student or employee may file a discrimination complaint with the EO/AA Officer, the University of Virginia's College at Wise, One College Arenne, Wise, VA 24293.