

UNIVERSITY OF COLORADO COLORADO SPRINGS

Online & Academic Outreach				
Office:	719-255-3498			
E-mail:	outreach@uccs.edu			
www.uccs.edu/outreach				

Network Security+ Prep Course - Fall 2021

5-digit Class Number	Subject	Catalog	Section	Title	Continuing Education	Cost
41964	NCS	4900	N01	Network Security (Security+)	4 units	\$1842

September 17 = enrollment deadline

STEP 1 --- Apply

Go to outreach.uccs.edu/apply (you should see UCCS Academic Outreach Application at top of webpage)

- Provide your personal information
- Apply as a NONCREDIT student for Fall 2021

STEP 2 --- Claim Your Account

Within 24-48 hours of submitting your application, you will receive an automated e-mail when your myUCCS student portal account is being created. (Please note: automated e-mails may go to "junk mail," depending upon your e-mail filter)



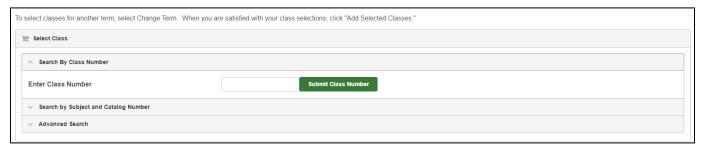
- Proceed to https://accounts.uccs.edu to claim your account to access your student portal ---where you can register, pay your bill, view your transcript, etc.
- Keep your username and password for future access to your Student Portal for student services

STEP 3 --- Register and Pay

Go to www.uccs.edu/portal

Enrollment - Records and Registration

- Quick Links: "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 "Add Selected Classes"
- Confirm the course and click "Finish Enrolling"

Payment - Student Financials (Bursar)

- Quick Links: "View/Pay My 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