

# Weber State University

## Concurrent Enrollment Instructions

WSU is the institution for most of our CE courses. See below for instructions or you can watch a video that walks you through the application and registration process at the following URL:

<https://www.davis.k12.ut.us/academics/concurrent-enrollment/high-school/admissions-and-registration>

1. Go to the following URL: [weber.edu/concurrent](https://weber.edu/concurrent)
2. Select “Get Started”
3. It will ask, “Have you already been admitted to the university?” If you have taken CE classes at Weber before, click “yes”. If this is your first CE class at Weber, then click “no”. If you aren’t sure, then click “don’t know”.

**EARN COLLEGE CREDITS IN HIGH SCHOOL**

Get Started

Have you already been admitted to the university?

Yes No Don't Know

- a. Yes, you have been admitted to Weber.** You must register for your current CE courses each semester (only in the fall for year-long classes). Click “Get Registered” then log into your Weber State University account. You will need to enter your Wildcat username (usually this is your first and last name with no spaces), and your password. There will be some user agreements to approve, then you can select the school where your courses are taught. Click the dropdown and choose Viewmont High School. Now you will see a list of courses available. Your teacher should let you know what your CRN or Course Number is. Please remember that many times teachers teach multiple CE courses so please make sure that you are choosing the right class. If you aren’t sure, please contact your teacher. Click the add button next to the class that you want to register for. Once all your classes have been added, click the green “Register & Pay” button. **You will not be registered until you pay your fees.**
- b. No, you have not been admitted to Weber.**

<p>Step 1</p> <p><b>Get Admitted</b></p> <p>Complete the WSU admissions application.</p> <p><i>Your application will be processed, and you should be admitted within one to two business days.</i></p> <p>Get Admitted</p>	<p>Step 2</p> <p><b>Get Your Wildcat Username</b></p> <p>One to two days after applying, get your Wildcat username so that you can register.</p> <p>Get Your Wildcat Username</p>	<p>Step 3</p> <p><b>Get Registered</b></p> <p>You must register for your concurrent enrollment courses every semester.</p> <p><i>Payment is required to complete your registration.</i></p> <p><i>Concurrent enrollment registration is not open at this time. See the table below for registration dates.</i></p> <p>Get Registered</p>
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**Step 1** complete the admissions application. (To apply, you will need your social security number. If you do not have a social security number, then you will need to request an International PIN. Please see Mrs. Williams in the VHS Counseling Center for help with this or call Weber Admissions at 801-626-6000 and tell them you need to get an International PIN.) Please pay your \$30 application fee to complete the application process. You should be admitted within one to two business days. **The application is not complete if you do not pay the one-time application fee.**

**Step 2** get your Wildcat Username. Once you have been admitted to the university then you click on Step 2 and get your Wildcat Username. You will need to enter your birthdate and social security number.

**Step 3** get registered for your CE classes. Many students feel like once they have completed Step 1 that they are finished and don't need to do anything else. **You are not registered for your classes until you complete Step 3 and register for each CE class you are taking.** Again, payment is required to complete the registration. You will pay \$5 per credit. Classes can be 2-5 credits each. Please see paragraph a above for more details on completing step 3, registration.

- c. Don't know. Aren't sure if you have taken classes at Weber before or if you completed the application process? When you click on "don't know" you will be asked for your birthdate and your social security number. If you are a current Weber student, it will pull up your Wildcat Username and a temporary password to use. You can then change your password and then register for classes. If you are not a current Weber student, then it will show an error and you will know you need to apply as a new CE student.
4. Finally, verify with your instructor that you show on their Weber rolls.
5. See the deadlines below to avoid any late fees or not being able to register.

DEADLINES			
	Semester 1	Year-Long	Semester 2
WSU ADMISSION DEADLINE	Sep 9, 2022	Sep 9, 2022	Feb 3, 2023
REGISTRATION OPENS	Aug 15, 2022	Aug 15, 2022	Dec 12, 2022
REGISTRATION DEADLINE	Sep 16, 2022	Sep 16, 2022	Feb 10, 2023
DROP THE COURSE DEADLINE	Sep 16, 2022	Sep 16, 2022	Feb 10, 2023
WITHDRAW FROM CLASS DEADLINE	Nov 11, 2022	Feb 24, 2023	Apr 22, 2023