

May 24, 2023

Dear EFL UC Berkeley Student Participant,

Enclosed please find the orientation materials for the Economics for Leaders (EFL) program being held June 19-25 at the University of California in Berkeley, CA. This packet should prepare you for the program and answer any questions you may have.

We have included the following items:

- Program orientation information summarizing classroom, lodging, and dining hall locations and an overview of the program and student goals
- Tentative program schedule
- A campus map
- Ground transportation information
- Information regarding registering for college credit through our university partner, University of Colorado, Colorado Springs.

You are required to attend all program lectures, student activities, and accompanying meals outlined in the schedule. If there is an anticipated conflict, let us know immediately at (530) 757-4630. If there are any last-minute travel changes or emergencies <u>ON OR AFTER MONDAY, JUNE 19</u>, please call our staff person on site, Jeff McMartin, at (641) 780-8612.

We look forward to your participation in EFL UC Berkeley.

Sincerely,

**Haley Sisler** 

Haley Sisler

Director, Planning + Outreach

Foundation for Teaching Economics

# STUDENT ORIENTATION INFORMATION



# ECONOMICS FOR LEADERS (EFT) - June 19-25, 2023

University of California - Berkeley, CA

# Registration/Check-In

Monday, June 19th between 2:00 - 4:00 PM at the front desk of Foothill Residence Hall, located at 2700 Hearst Ave., Berkeley, CA 94720. Room keys and meal cards will be distributed during this time. FTE staff will be on site from 2:00 PM on Monday, June 19th through 11:00 AM on Sunday, June 25th.

# <u>Parking</u>

The closest parking to Foothill Hall is the Foothill Lot or the Upper Hearst Lot. It is ticketed parking by the hour using paybyphone.com. If students drive themselves to the program, it is important to understand they will not be permitted use of the car during the program, nor will parking passes be available for the weeklong stay on campus.

# Housing

Students will stay in Foothill Residence Hall. Students will be housed two per room and separated by gender. Bathrooms are gender specific and communal. FTE Program Coordinators reside in adjacent rooms to the students and are available 24 hours a day. Upon departure from the program, the dormitory room should look as it did when the student arrived.

# <u>Meals</u>

Students will eat their meals together throughout the program in Foothill Dining Hall, except for Thursday night's dinner – this meal is at the participant's own expense. Any extra snacks, outside of the program meals, will be at the participant's expense.

# **Meeting Room**

Foothill Assembly Room

# **Recreation Options**

FTE is waiting to hear from the university whether on campus recreation facilities will be available for participant

use. Updates will be provided at the program.

# Off Site Excursion

On Thursday afternoon, the group will leave for an off-site activity, traveling via private bus to Pier 39 in San Francisco. Dinner is at your own expense.

### **Expenses**

Program expenses, including room and board, will be paid for by the Foundation for Teaching Economics (FTE). Participant expenses include travel to and from the program site, and any additional incidental expenses. It will be your responsibility to have enough cash to handle incidentals. Neither FTE staff nor the University of California will cash any checks. Please do not bring a large amount of cash to the program.

All keys and access/meal cards must be returned at the end of the program. The FTE will not cover lost or unreturned keys. Participants will be charged \$75-\$125 for lost or unreturned room keys.

# **Personal Supplies**

Bring items that will make your stay comfortable, including personal hygiene items and shower slippers/flip flops. All bedding, linens and towels are provided by Conference Services. All classroom supplies will be provided by FTE. Neither UCB nor FTE can assume responsibility for your personal belongings – Laptop computers are not required and bringing them is at the discretion of the participant.

# **Dress Code**

Classroom-appropriate, casual, comfortable clothing is the rule on campus. Shorts, t-shirts and jeans are acceptable. Shoes, sandals or flip flops must be worn to the classroom and dining room. Bring appropriate clothing and closed-toed shoes (that can get dirty) for the outdoor leadership activities and the optional recreation activities such as swimming, basketball and volleyball. Include a sweatshirt or warm jacket as it can be foggy and cold in Berkeley.

# **Emergency Phone Numbers**

Campus Safety: Police: 911 or 510.642.6760

Parents are always notified in the event of a medical emergency

### Program Overview

The Economics for Leaders program represents a unique experience in economics education that brings together two groups: rising high school juniors and seniors selected for their leadership potential who want to study economics, and high school economics teachers who wish to enhance their teaching skills in the subject. The EFL

one-week program encompasses 50 hours of instruction plus small group sessions and workshops. The combination of classroom instruction, question and answer sessions, small group discussion, and workshops presents information in a rich and varied format, encouraging active student and teacher participation. Economics professors selected nationwide for their expertise and teaching effectiveness lead classes using case studies to illustrate economics principles and leadership concepts.

EFL is designed to create a diverse learning environment for the students while teachers can observe, in action, the types of teaching methods advocated by the FTE. In addition to study sessions, the program also includes leadership components which emphasize self-exploration through teamwork exercises. These activities provide a physical outlet and an enjoyable diversion from the economics lessons.

# Student Goals:

- 1. Become articulate on the basic forces moving and coordinating the economy.
- 2. Learn about the economic aspects of select current national and international issues.
- 3. Gain leadership skills.
- 4. Foster a commitment to continued learning about economics and leadership.

# **UCCS Graduate Credit**

Registration is optional and is completed directly through UCCS online. Directions on how to enroll in this credit are included below. Please note – the deadline to register for credit with UCCS is July 31, 2023. There are additional reading and assignments that are required for UCCS credit that staff will discuss with students at the program. You may sign up for UCCS credit after you return from the program as the deadline is not until July. That being said, we HIGHLY RECOMMEND registering prior to the start of your program.

# **Schedule**

A final schedule will be distributed at program registration on Monday. The start and finish times of the program will not change whatsoever.

# Questions

Prior to the start of the program, contact the FTE directly at (800) 383-4335 with any questions. For a travel change or emergency on MONDAY, JUNE 19 ONLY, you can call the on-site Student Administrator, Jeff McMartin, at (641) 780-8612.

# Economics for Leaders - Student Schedule UC Berkeley June 19-25, 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunda
			BREAKFAST	7:30 - 8:15 am		
Foothill Assembly Room						
	8:15-8:30	8:30 - 9:20 am	8:30 - 9:30 am	8:30 - 8:45 am	8:30 - 9:10 am	8 - 11 a
	Pre-test	Econ Activity #2	Econ Topic #5	Econ Activity #4	Econ Topic #9	Check-o
		In the Chips	Labor Markets	The Fish Activity	Money & Inflation	
	8:30 - 9:40 am					
	Econ Topic #1	9:30 - 10:30 am	9:40 - 10:40 am	8:45 - 10:00 am	9:20 - 10:10 am	
	Econ Growth & Scarcity	Econ Topic #3	Econ Activity #3	Econ Topic #7	Econ Activity #6	
			Job Jungle	Property Rights:	Tic-Tac-Toe Tariff	
	9:50 - 10:30 am		3	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
	Econ Activity #1	10:40 - 11:50 am	10:50 - 11:50 am	10:10 - 10:40 am	10:20 - 11:00 am	
	Magic of Markets	Econ Topic #4	Econ Topic #6	Econ Activity #5	Econ Topic #10	
	.5 : ::	Markets in Action	Incentives, Innovations &	Farmers & Fishers	Internat'l Markets	
	10:40 - 11:50 am		the Role of Institutions			
	Econ Topic #2			10:50 - 11:50 am	11:00 - 11:50 am	
	Opportunity Cost			Econ Session #8	Teacher/Student	
	,			Government	Close & Post-test	
neck In Location:						
oothill Residence			LUNCH 12:00 - 1:00pm			
Hall		F	oothill Assembly Roo	om		
2:00 - 4:00 pm	1:00 - 3:00 pm	1:00 - 3:00 pm	1:00 - 3:00 pm	1:00 - 3:00 pm	1:00 - 3:00 pm	
Registration	Leadership	Leadership	Leadership	Leadership	Leadership	
& Check In	Exercise #1	Exercise #2	Exercise #3	Exercise #4	Exercise #5	
Foothill Lobby						
Welcome & Ice	3:15 - 4:00 pm	3:15 - 4:00 pm	3:15 - 4:00 pm	3:15 - 4:00 pm	3:15 - 4:00 pm	
Breakers	Leadership Debrief	Leadership Debrief	Leadership Debrief	Leadership Debrief	Leadership Debrief	
oothill Assembly						
Room	4:00 - 5:30 pm	4:00 - 5:30 pm		4:00 - 5:30 pm	4:00 - 5:30 pm	
4:00 - 6:00 pm	Recreation Time	Recreation Time	Off Site Excursion	Recreation Time	Recreation Time	
6:00 - 7:30 pm	5:30 - 6:30 pm	5:30 - 6:30 pm		5:30 - 6:30 pm	5:30 - 6:30 pm	
Dinner	Dinner	Dinner	4:00 - 9:00 pm	Dinner	Dinner	
	Foothill Assembly Room		0.00 piii		sembly Room	
7:30 - 9:30 pm	7:00 - 9:00 pm	6:30 - 9:00 pm		7:00 - 9:00 pm	Program Evaluation	
Leadership &	Workshop	Workshop		Leadership		
Goal Setting	Leadership/Econ	Behavior Styles		Workshop	6:30 - 7:30 pm	
	Challenge				Student Awards	
					Closing Ceremony	
	9:15 - 9:45 pm	9:15 - 9:45 pm	9:15 - 9:45 pm	9:15 - 9:45 pm	2.22	
	Leadership Debrief	Leadership Debrief	Leadership Debrief	Leadership Debrief	9:00 pm - 11:30 pm	
					Student Party	
	9:45 - 11:00 pm	9:45 - 11:00 pm	9:45 - 11:00 pm	9:45 - 11:00 pm	· ·	

# UC BERKELEY CAMPUS MAP KEY

Alumni House, D-5

Andersen Auditorium (Haas School of Business), C-2

Anthony Hall, C/D-4

Anthropology and Art Practice building, D-3

Architects and Engineers (A&E), D-4

Bancroft Library, C-4 Banway Bldg., D-7 Barker Hall, A/B-6 Barrow Lane, D-4 BART Station, C-7

Bechtel Engineering Center, B-3/4 Berkeley Art Museum, C-6/7

Berkeley Way West, A/B-7 Birge Hall, C-3 Blum Hall, A/B-4 Botanical Garden, C-1 Brain Imaging Center, B-5

Brain Imaging Center, B-5 Bauer Wurster Hall, D-2/3 C.V. Starr East Asian Library, B-4

California Hall, C-4

California Memorial Stadium, C/D-1/2

Calvin Laboratory, D-2 Campanile (Sather Tower), C-3 Campbell Hall, B/C-3 Career Center, D/E-5

Chan Shun Auditorium
(Valley Life Sciences Bldg.), C-5

Chávez Student Center, D-4/5 Cheit Hall, C-2

Chou Hall, C-2
Clark Kerr Campus, F-1
Class of 1914 Fountain, D-3
Class of '54 Gate, A/B-4
Cory Hall, A/B-3
Cyclotron Rd., B-2
Davis Hall, B-3/4

Doe Memorial Library, C-4

Donner Lab, B-3 Durant Hall, C-4

Durham Studio Theatre (Dwinelle Hall), C-5

Dwinelle Annex, C/D-5 Dwinelle Hall, C-4/5 East Gate, B-3 Edwards Stadium, D-6 Eshleman Hall, D-4/5 Etcheverry Hall, A-4 Evans Hall, B-3

Eye Center (Minor Hall Addition), C/D-3

Eye Center (Tang Center), D/E-6

Faculty Club, C-3 Faculty Glade, C-3 Founders' Rock, A/B-3 Fox Cottage, E-3/4

Frank Schlessinger Way, C-6

Gayley Rd., B/C-2

Genetics and Plant Biology Bldg., B-6

Giannini Hall, B-5 Giauque Hall, C-3 Gilman Hall, C-3

Golden Bear Recreation Center, F-2

Goldman Field, D-6

Goldman Plaza, D-1/2

Goldman School of Public Policy, A-3

Greenhouse, A-7 Grinnell Natural Area, C-6 Haas Pavilion, D-5 Haas School of Business, C-2

Hargrove Music Library, D-3

Haste Street Child Development Center, F-5

Haviland Hall, B-4/5

Hazardous Materials Facility, C-6

Hearst Field Annex, D-4 Hearst Greek Theatre, B-2

Hearst Memorial Gymnasium, D-3/4 Hearst Memorial Mining Bldg., B-3 Hearst Mining Circle, B-3 Hearst Museum of Anthropology, D-3

Heating Plant, Central, C-6 Hellman Tennis Complex, C-6

Hertz Hall, C/D-3 Hesse Hall, B-4

Hewlett-Packard Auditorium (Soda Hall), A-3/4

Hildebrand Hall, C-3 Hilgard Hall, B-5

Innovative Genomics Institute Building A/B-6/7

Insectary, A-7

International House, D-2

Ishi Court, C-5

Jacobs Hall, A-4

Jones Child Study Center, E-6 Kleeberger Field House, D-6 Koshland Hall, A/B-6 Krutch Theater, F-2 Latimer Hall, B/C-3 Law Building, D-2

Lawrence Berkeley National Laboratory, A/B-1/2

Lawrence Hall of Science, C-1 Legends Aquatic Center, D/E-6

Levine-Fricke Field, C-1 Lewis Hall, B/C-3 Lower Sproul Plaza, D-4/5

Martin Luther King Jr. Student Union, D-4 Mathematical Sciences Research Institute, C-1

Maxwell Family Field, C-2 McCone Hall, B-4 McLaughlin Hall, B-4 Memorial Glade and Pool, B-4 Memorial Stadium, C/D-1/2

Minor Hall, C-2/3 Minor Hall Addition, C-3

Moffitt Undergraduate Library, B/C-4/5

Morgan Hall, B-6 Morrison Hall, C/D-3 Moses Hall, C-4 Mulford Hall, B-6

Natural Resources Laboratory, A-6

North Field, D-3 North Gate Hall, A-4

Northwest Animal Facility, A/B-6

O'Brien Hall, B-4 Observatory Hill, B-4 Old Art Gallery, C/D-4 Optometry Clinic (Eye Center, Minor Hall Addition), C-3

Optometry Clinic (Eye Center, Tang Center), D/E-6 Parking Lots/Structures, A-3, A-4/5, A-6, C-7,

D-3, D-5, D-7, E-4, E/F-3, E/F-5/6

Physics North, C-3 Physics South, C-3 Pimentel Hall, B-3

Pitzer Auditorium (Latimer Hall), C-2/3

Police, UC (Sproul Hall), D-4

Recreational Sports Facility, D-5/6

Residence Halls Blackwell Hall, D/E-5 Bowles Hall, B/C-2 Clark Kerr Campus, F-1 Cleary Hall, E/F-4/5

Foothill Residence Halls, A/B-2/3

Ida Louise Jackson Graduate House, E-2/3

Martinez Commons E/F-4 Stern Hall, B-2/3 Unit 1, E-3

Unit 2, F-3 Unit 3, E-5

Residential and Student Services Bldg., E-3

Sather Gate, D-4 Sather Rd., C-4

Sather Tower (Campanile), C-3/4

Senior Hall, C-3

Sibley Auditorium (Bechtel Engineering

Center), B-3/4

Silver Space Sciences Laboratory, C-1

Simon Hall, D-2 Simpson Center, C/D-1/2 Social Sciences Building, D-4

Soda Hall, A-3/4 South Hall, C-4

Spieker Aquatics Complex, D-5

Spieker Aduates Complex, 1 Spieker Plaza, D-5 Springer Gateway, C-6 Sproul Hall, D-4 Sproul Plaza, D-4 Stadium Rim Way, C-1/2 Stanley Hall, B-3

Stephens Hall, C-3/4 Strawberry Canyon Recreation Area, C-1

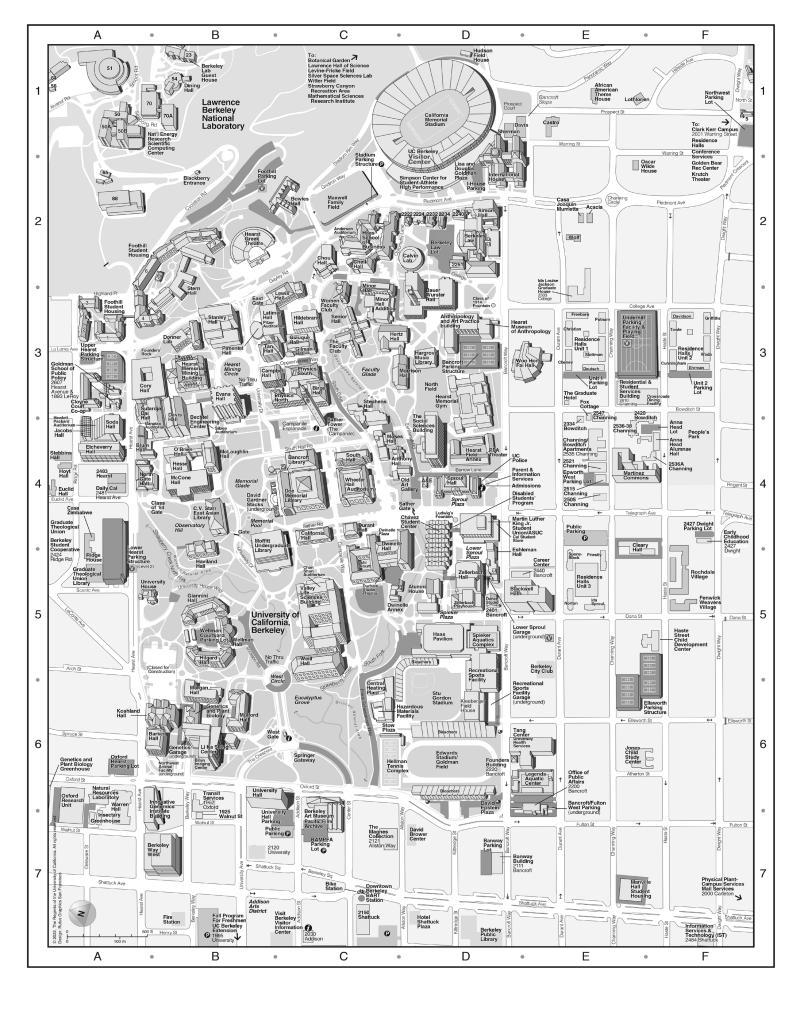
Strawberry Canyon Recreat Stu Gordon Stadium, D-6 Sutardja Dai Hall, A/B-3/4 Tan Hall, B/C-3 Tang Center, E-6 UC Berkeley Extension, B-7 Underhill Playing Field, E-3

University Hall, B/C-6 University Health Services, D/E-6 University House, A/B-5

Valley Life Sciences Bldg., C-5 Visitor Center (Memorial Stadium), D-2

Warren Hall, A-6/7
Weill Hall, C-5
Wellman Hall, B-5
West Circle, B/C-5/6
West Gate, C-6
Wheeler Hall, C-4
Wickson Natural Area, B-5
Witter Field, C-1

Women's Faculty Club, C-2/3 Woo Hon Fai Hall, D/E-3 Zellerbach Hall, D-5 Zellerbach Playhouse, D-5





# 2023 GROUND TRANSPORTATION

ECONOMICS FOR LEADERS University of California, Berkeley Foothill Residence Hall 2700 Hearst Ave., Berkeley, CA 94720

Conference participants are responsible for arranging and paying for their own transportation to and from the program. The campus is approximately 30 minutes from the Oakland International Airport (OAK) and 50 minutes from the San Francisco International Airport (SFO).

A variety of other ground transportation options are available from the airport to UCB, including taxis, buses, and shuttles. For more information on ground transportation you can visit the airport websites listed below.

# OAKLAND INTERNATIONAL AIRPORT (OAK)

https://www.oaklandairport.com/ground-transportation/

# Door to Door Shuttles

A1 American Shuttle - 510.300.7979

A number of taxi cab companies are listed on the Ground Transportation page of the OAK website (link above).

# SAN FRANCISCO INTERNATIONAL AIRPORT (SFO)

https://www.flysfo.com/passengers/ground-transportation



# Did you know you can earn college credit for your participation in Economics for Leaders this summer?

FTE has had a long and successful relationship with the University of Colorado, and the Department of Economics at the University of Colorado, Colorado Springs will offer undergraduate credit for students attending the Economics for Leaders programs. Economics 1320-701 is an undergraduate economics course for non-majors. Students who successfully complete the requirements will receive a transcript from UCCS, showing two semester hours of graded undergraduate credit.

**Course:** ECON 1320-701 (entry-level, elective, does not count toward an economics major) **Fee:** \$244 (fee payable through the FTE/UCCS online portal; do NOT send payment to FTE)

**Transcripts:** Available from UCCS <u>after</u> grades are posted to your account. All grades for all EFL sessions will be submitted together in late August/Early September 2023. Transcripts can be ordered at <a href="https://www/uccs/edu/lases/full\_program\_listing/fte">https://www/uccs/edu/lases/full\_program\_listing/fte</a>. Pull down the "Student Resources" tab in the top menu bar.

# **Requirements:**

- Read a supplemental text (approximately 200 page paperback) and take an online exam via Canvas Instructure.
  - The test must be completed by July 31, 2023, or one week after your program ends for programs that start July 24 or later
    - It is highly recommended that students enrolling in the UCSB, UCLA, or University of Michigan programs complete the test BEFORE arriving at the program.
    - The test can be found in the UCCS Canvas Course site (see self-registration instructions below).
  - o Required Text: *The Economics of Public Issues* by Miller, Benjamin and North (19<sup>th</sup> or 20<sup>th</sup> editions). Affordable used copies can be found on Amazon or other online book retailers.
    - The Economics of Public Issues is a very accessible reader, intended for introductory level college economics courses, but also used in many high school classrooms. It includes 30 short, 4-6 page chapters in which basic economic reasoning is used to explain contemporary mysteries of human behavior. For more information about *The Economics of Public Issues*, visit the publisher's website.
- Attendance and participation in all scheduled activities during EFL
- A score of 75% or better on the EFL post-test, which will be given at the end of your program

# **Registration Steps:**

- Enroll in Economics 1320-701 through UCCS the following document will take you through the registration process
  with UCCS step by step. NOTE this is a several step process which may take a week to 10 days to complete; you must
  first apply to and be accepted by the UCCS Extended Studies program. Follow each step carefully and note the <u>July 31<sup>st</sup></u>
  registration deadline. Registration must be COMPLETE (not just started) by this deadline give yourself plenty of time.
- 2. Use your UCCS login and password to access the UCCS Canvas course for Econ 1320-701 (the link for the Canvas site will be visible on your UCCS Student Portal after you register).
  - This is where you will take the online exam and where we will record your post-test and participation grades.
- 3. Attend your EFL program and sign the UCCS grade roster at the program, so the mentor teacher or professor can submit a participation grade for you.

We are excited to be able to offer you the chance to earn college credit at a very low cost and we look forward to your participation. We think you'll enjoy *The Economics of Public Issues* and your first taste of the kind of discussion and interaction you'll experience in college!

UNIVERSITY OF COLORADO COLORADO SPRINGS

LAS Extended Studies						
Office:	719-255-4071					
Toll free:	800-990-8227 x4071					
E-mail:	lases@uccs.edu					
https://lases.uccs.edu/programs-a-l/fte						

# Foundation for Teaching Economics (FTE) Undergraduate Credit Registration Instructions: Summer 2023

**Economics For Leaders** *Credit Section for Students Only* 

Course number: ECON 1320-701

2 credit hrs

Tuition: \$240

5-Digit Class#: 21177

Registration Deadline: July 31, 2023

# **IMPORTANT NOTES:**

- ✓ Please use this packet to enroll for credit if you are attending any of the following EFL-Student courses:
  - o **VIRTUAL:** EFL-Virtual, Session 1 (June 12-16); EFL-Virtual, Session 2 (June 19-23); EFL-Virtual, Session 3 (July 3-7); EFL-Virtual, Session 4 (July 24-28).
  - IN-PERSON: Univ of Texas, Austin (June 5-11); Yale Univ-Session 1, New Haven, CT (June 12-18); Rice Univ, Houston, TX (June 12-18); UC Berkeley-Session 1 (June 19-25); Yale Univ-Advanced, New Haven, CT (June 26-July 2); UC Berkeley-Session 2 (June 26-July 2); UC Los Angeles (June 26-July 2); Cornell Univ-Session 1, Ithaca, NY (July 3-9); Yale Univ-Session 2, New Haven, CT (July 3-9); Cornell Univ-Session 2, Ithaca, NY (July 10-16); Boston College, Chestnut Hill, MA (July 10-16); Univ of Washington, Seattle (July 17-23); Duke Univ, Durham, NC (July 17-23); Vanderbilt Univ, Nashville, TN (July 24-30); Univ of Michigan, Ann Arbor (July 31-August 6); UC Los Angeles-Advanced (July 31-August 6).
- ✓ If you wish to enroll after the published registration deadline, you must contact LAS Extended Studies at <a href="lases@uccs.edu">lases@uccs.edu</a> to request an Extended Studies late add form. You will be charged a \$25 late registration fee by the University to register late no exceptions. The best way to avoid this is to register early! Last day to register late for the Summer 2023 semester is August 4, 2023, which is the last day the UCCS Summer 2023 application will be available.
- ✓ Approximately six weeks after the conclusion of the course, you may request your official UCCS transcript: please see <a href="https://registrar.uccs.edu/transcripts">https://registrar.uccs.edu/transcripts</a>



# Have you enrolled in an undergraduate-level course at UCCS in the past 3 semesters?

- If yes, you already have an active myUCCS Student Portal Account and can skip to STEP 3.
- > If you have not been active for the past 3 semesters, you must re-apply to UCCS per the instructions below and your account will re-activate.
- Forgot your myUCCS Student Portal username/password? Proceed to: <a href="https://accounts.uccs.edu">https://accounts.uccs.edu</a> or call 719-255-4357

# STEP 1 --- Apply: Academic Outreach/Extended Studies

Access the "UCCS Academic Outreach Application":

• Go to <a href="https://outreach.uccs.edu/apply">https://outreach.uccs.edu/apply</a>

(go to next page)

# Completing the Application:

- Provide your personal information; select "Save & Next"
- From the drop down menus:
  - Select an Admit Term: <u>SUMMER 2023</u>
     Select Desired Program: <u>Undergraduate</u>
  - Select Undergraduate Program: Non-Degree High School Student
- 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 <a href="https://accounts.uccs.edu">https://accounts.uccs.edu</a> 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:

- Select "Register for Classes" from the Quick Links box; or, select "Records and Registration" from the menu at the top
  right, then select "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 "21177" 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 in the shopping cart
- Click "add selected classes"
- Confirm the course and click "Finish Enrolling"

# Payment:

- Select "View/Pay My Bill" from the Quick Links box; or, select "Student Financials (Bursars)" from the menu at the top right, then select "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, if needed