



University of Idaho
Dual Credit

Faculty and Counselor
NEWSLETTER

August 2024

In this issue:

- 2024-2025 Registration
- New Military Science Course
- MyUI Transition
- DualEnroll Access
- FERPA Training and Access
- Student MyUI and Vandal Email
- Welcome New Teaching Partners
- We Want to Feature YOU!
- Dual Credit Dates and Deadlines

REGISTRATION INFORMATION FOR ACADEMIC YEAR 2024-2025

The Dual Credit high school campus academic year begins **September 16**. Be sure to review the [Dates and Deadlines for the 2024-2025 academic year!](#) There is a new late registration petition submission deadline in place this year, so it is extremely important that all MyUI rosters are verified and accurately reflect course enrollments.

No late add registration petitions will be accepted after the midterm submission deadline; drop and withdrawal petitions will continue to be accepted throughout the term.

Fall 2024 registration for high school campus courses is now open in [DualEnroll](#)! The Fall 2024 course schedule is being updated weekly as new teaching partner onboarding is completed. Review the [Fall 2024 Course Schedule here](#). The registration deadline for online or on-campus courses is **August 30**; the deadline for high school campus courses is **September 20**.

If you have a course that requires a registration override, students must resubmit their requests in [DualEnroll](#) *after* the override has been entered. Their registration *will not* be processed without resubmitting so please make sure to communicate with students to ensure their registration is processed.

Do you need your student's Vandal Number for a Registration

Override? Teachers can find their students' Vandal numbers in [DualEnroll](#) through the *Roster Report*. Roster Reports can be found at the bottom of the "Status" page under the "Course Rosters" section. Click on the *Roster Report* link next to the appropriate course. Remember: The Roster Report does pull student data for all terms that the course has been taught. The most recent data will be at the bottom of the report. Another helpful feature of the Roster Report is that they show student registration statuses (e.g., *Parent: Provide Consent*; *Pending: Student Verify Contact Info*; or *Complete*). This can help teachers monitor registration progress and remind students if a step needs to be completed.

Contact Dual Credit Administrative Coordinator Katy Riebold at (208) 885-4074 or kriebold@uidaho.edu with questions.

BE SURE TO SHARE THIS NEW COURSE WITH YOUR STUDENTS!



FALL SEMESTER 2024

CLASS SPOTLIGHT

MS 101: Introduction to the Army and Critical Thinking

3 credits

MS 101 focuses on introduction to the Army and basic Soldier skills while also introducing competencies that are critical for effective leadership. Students will examine the Army Profession and what it means to be a professional in the U.S. Army. Students learn how to develop skills such as critical thinking, time management, goal setting, effective communication habits and techniques for overcoming challenges in addition to basic soldier skills. Students will gain a basic comprehension of the Army Leadership Requirements Model (ALRM) while gaining a complete understanding of the Reserve Officer's Training Corps (ROTC) program, its purpose in the Army, and its advantages for the student. This course can be applied to the senior ROTC program that could lead to a commission as an Army Officer.

MyUI TO REPLACE VandalWeb SEPTEMBER 9

The University of Idaho is decommissioning VandalWeb **September 9**. VandalWeb is being replaced with **MyUI**. MyUI offers each user a personalized dashboard that provides access to content and real-time data using individual configurable "cards." It also allows for integration of many software applications used across campus into one, single sign-on enabled, mobile experience. You do not need to do anything to complete the transition; your active U of I account will automatically be transitioned to MyUI. However, helpful FAQs and tutorial videos on how to set up your new MyUI account can be found [HERE](#).



Do you manage student registrations for your high school? Do you have an active University of Idaho [DualEnroll](#) account? If not, contact Katy Riebold at (208) 885-4074 or kriebold@uidaho.edu to request an account.

If you work with more than one institution and are having trouble accessing the University of Idaho DualEnroll platform, contact Support at support@dualenroll.com to merge your accounts. This will give you a drop-down menu to choose providers from.

FERPA TRAINING AND PARENT ACCESS

Complete your required annual FERPA tutorial prior to the **September 9** deadline. You can [access the tutorial here](#). New teaching partners must complete the tutorial as soon as possible to ensure scheduling can be completed -- sections cannot be processed until the FERPA training has been completed. If you are a new teaching partner, please email a confirmation of completion to Katy Riebold at kriebold@uidaho.edu.

Did you know FERPA changes once a student is enrolled in a college or university?

Once students are admitted to University of Idaho (including those enrolled as high school dual credit students), FERPA rights are transferred *from the parent/guardian to the student themselves*. In order for U of I to share academic information with anyone other than those with an existing educational interest (such as the high school teacher, counselor, or registrar) we must have a release of information form on file signed by the student indicating what information and to whom we can release.

The *Consent for Release of Student Information* form can be found on the [Registrar's Office website](#). Students can email the completed form to registrarforms@uidaho.edu or turn it in at the Registrar's Office located in the Bruce Pitman Center, Room 119 on the Moscow campus. Please communicate this with your students and encourage them to submit a **Consent for Release** if they wish to allow a parent or guardian to have access to their University of Idaho records.

HELP YOUR STUDENTS GET STARTED!

All Dual Credit students have a student MyUI and Vandal Email account created at the time of their admission to U of I. All official communication, such as billing statements, will be

sent to their Vandal email. In order to complete their initial account setup, they will need to follow [THESE STEPS](#).

After the initial setup instructions have been completed, if a password reset is needed, all student accounts have now been activated to allow for the use of the *Forgot Password* link on the [MyUI sign in page](#). In order to accommodate this functionality, however, it is important that students enter their contact information appropriately to ensure they receive the necessary notifications and confirmations when attempting to reset their password.

- Students must create their [DualEnroll](#) account with a phone number and/or email address that they have easy access to. **Encourage students not to use a parent's or guardian's email address as their own**—they need to be able to access messages and notifications in a timely manner (for DualEnroll and MyUI).
- The phone number and/or email that they enter when initially creating their DualEnroll account will be used for notifications when attempting to reset their MyUI password.
- If your high school requires that students use their school email address in DualEnroll, students will need to update their email address, prior to graduation, to a personal account that they will continue to have access to after graduation. This needs to be completed both in their VandalWeb account and by logging in using their VandalWeb credentials at help.uidaho.edu.
- If the student's phone number and/or email is not correct in DualEnroll, the *Forgot Password* link cannot be utilized—students will need to contact the Student Tech Center at 208-885-HELP (4357) to reset their password.

Please remember that MyUI is the official record for registrations and billing—make sure to verify rosters and individual registrations in MyUI "Class List" as soon as possible and contact the Dual Credit Office with any discrepancies.

OUR STUDENTS and FACULTY MAKE OUR PROGRAM SHINE!

WELCOME

NEW TEACHING PARTNERS

ALLYSON ABARCA SERRANO

Rigby High School

LOUISE ALLEN

Orofino High School

NICOLE ANDERSON

Priest River Lamanna High School

WENDY AULD

Sandpoint High School

SHANNON CARHEDEN

McCall-Donnelly High School

HEATHER DINKINS

Sandpoint High School

EMILY EDLUND

Post Falls High School

TRAVIS EDWARDS

Kuna High School

KELTON ENICH

Kellogg High School

BRIAN ETCHISON

Post Falls High School

ANGELA EVANS

Forrest Bird Charter School

DOUGLAS FRY

Sandpoint High School

VINCENT LUPINACCI

Coeur d'Alene High School

JOEL MENINGA

Vallivue High School

BURKE MOUSER

Rigby High School

ADAM REAM

Kellogg High School

K.C. SPICER

Coeur d'Alene High School

AMBER STEELE-POELSTRA

Post Falls High School

BRIANNA WHITE

Coeur d'Alene High School



WE WANT TO FEATURE YOU!

If you are willing to be featured in an upcoming edition of the newsletter, please email a response to the following questions and a photo of yourself to Stacy Hudson at stacyh@uidaho.edu.

- What Dual Credit courses do you teach? For what high school (name and city)?
- How long have you been teaching Dual Credit courses for the University of Idaho?
- What is the best part of your work? What gets you up and motivated each day?
- Favorites... (What do you love best? It could be food, animals, places, music... anything!)
- “When I’m not teaching, I am....” (What is your favorite pastime?)
- What is something interesting about you that not a lot of people know?
- Anything else you would like to mention?

Don't forget to attach a photo!

IMPORTANT DATES CALENDAR

For a complete listing of important dates and deadlines for Dual Credit, visit <https://uidaho.edu/academics/dual-credit/deadlines>. For a complete list of University of Idaho events, visit <https://www.uidaho.edu/events>.

Registration Deadline | September 20, 2024

Drop without grade and receive 100% refund | September 27, 2024 Fall Semester Courses | October 11, 2024 Full Year Courses

Advanced Opportunities funding request deadline | October 4, 2024

Advanced Opportunities verification deadline | November 15, 2024

Midterm grades due | November 15, 2024 for Fall Semester Courses (open for entry November 8, 2024) | January 24, 2025 for Full Year Courses (open for entry January 20, 2025)

Late registration petition deadline | November 15, 2024 for Fall Semester Courses | January 26, 2025 for Full Semester Courses

Advanced Opportunities submission deadline | November 22, 2024

Withdraw; no refund (Advanced Opportunities and self-pay) | November 22, 2024 for Fall Courses | February 7, 2025 for Full Year Courses

Final grades due | Noon January 28, 2025 for Fall Semester Courses (open for entry January, 8, 2025) | Noon June 10, 2025 for Full Year Courses (open for entry May 26, 2025)



Dual Credit Program
BLAKE HOUSE - 1150 Blake Avenue
Moscow, Idaho
Phone: (208) 885-4074
Email: dualcredit@uidaho.edu
www.uidaho.edu/dualcredit

Follow us on...
 