



# High School University Program

Office of Admissions, University of Utah

## Welcome to the High School University Program (HSUP)

Quick facts about HSUP

- While enrolled in HSUP, you will be classified as a non-matriculated (or non-degree seeking) student.
- You are generating an official college transcript that will be a part of your permanent academic record.
- You will be held to all university policies and standards governing students.
- You will be required to maintain a cumulative GPA of at least 2.0. If you do not, then you may be dismissed from the High School University Program.

## Re-applying to HSUP

All students that plan to continue with HSUP must re-apply each term at <https://admissions.utah.edu/hsup/>. Our application has moved online. We will no longer be accepting paper applications. Please refer to the following deadlines for the returning student application:

- Spring semester – December 1
- Summer semester – April 15
- Fall semester – July 31

## Contact Information

Office of Admissions  
 201 S 1460 E, Rm 250S  
 Salt Lake City, UT 84112  
 Email: [hsup@utah.edu](mailto:hsup@utah.edu)  
 Website: <https://admissions.utah.edu/hsup/>

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# Important Dates

Please visit the academic calendar to view all important dates and deadlines by semester. The calendar will help students identify important registration dates, tuition deadlines, semester start dates, breaks, and holidays. You may view the academic calendar at <https://registrar.utah.edu/academic-calendars/fall2020.php>.

# Paying Tuition

HSUP students receive a discounted tuition rate of \$5, for each credit hour in which they enroll in. Please refer to the 2020-21 HSUP tuition rate schedule below, which is an estimate only and may change due to specific class fees. **It is important to note that HSUP students are not subject to mandatory fees, which means they do not have access to the Student Life Center, campus recreation (e.g., intramural sports, sports clubs, Outdoor Adventure Center), public transit (e.g., UTA Trax, Bus and Frontrunner), university sponsored student activities, athletic events (i.e., student tickets) and some library privileges.** Tuition is paid online and is due approximately one week after classes start. HSUP students who qualify for the [University of Utah staff tuition reduction](#) must complete the application process in order for the tuition discount to be applied to their HSUP tuition.

To pay tuition, please log in to your CIS account and click the tile that reads “Tuition and Loans.” Please refer to the CIS setup instructions on page 3. Any questions regarding tuition billing and payments can be directed to Income Accounting at (801) 581-7344. You may also find more information at <https://fbs.admin.utah.edu/income/tuitioninfo/billing/>.

# Parking, Textbooks, & ID Cards

Parking — (801) 581-6415

- University of Utah parking permits are available for the entire year or at a pro-rated price per semester. Permits can be purchased online at <https://www.commuterservices.utah.edu>

Textbooks — (801) 581-6326

- Textbooks can be purchased online, at a store of your choice, or the [University Bookstore](#). If you purchase your books from the bookstore, be sure to double check the tags for the correct catalog and section numbers.

ID Cards — (801) 581-2273

- You will need an ID card for library privileges, activities, and general campus use. You must be registered for at least one course before obtaining an ID, which is called a Ucard. UCard offices are located in the Ray Olpin Student Union Building, room 158. Please visit their website at <https://ucard.utah.edu/>.

# Campus Information Services (CIS) Account

**Video Tutorial on How to Access and Navigate CIS:** <https://youtu.be/lZNexXs6yyw>

CIS stands for the Campus Information Services account. All HSUP students have access to CIS, which allows you to register for classes, pay your tuition, access online courses, view grades and so much more. Your first step as an admitted student is to login and setup access to your CIS account. Please go to [www.CIS.utah.edu](http://www.CIS.utah.edu) using your assigned university ID or uNID (refer to your acceptance letter) and temporary password, which is your date of birth in the following format: MMDDYY. For example, if your birthdate is September 1, 2004, your password would be 090104. Once you are logged in for the first time, you will be prompted to setup your permanent password, security questions and answers.

## Online Class Registration

How to navigate the class schedule (video tutorial): <https://youtu.be/DImRRGckHB0>

How to register for classes (video tutorial): <https://youtu.be/31xWOihvRs>

Schedule builder (video tutorial): <https://youtu.be/YGh4BPFHsfQ>

Schedule builder (step by step instructions): <https://registrar.utah.edu/register/schedule-builder.php>

Identifying Online, Hybrid, and IVC Courses (video tutorial): <https://youtu.be/lNF6Y3S8xHQ>



The **Student Handbook** is a great resource to help you understand some of the basic glossary terms used on campus and to guide you to various campus services:

<https://registrar.utah.edu/handbook/index.php>

## Suggested Course Registration

HSUP students may register for 1000 – 2000 level courses. This is a prime opportunity for students to fulfill general education requirements while in high school. You may view an overview of our general education requirements at <https://uqs.utah.edu/general-education/requirements/>. You may view a list of suggested courses by general education, interest and college in step two on the HSUP orientation website at <https://admissions.utah.edu/hsup-orientation/>. **Please note that HSUP students are not eligible to enroll in the College of Health ESSF, PRT-L, PRT-W, and PRT-S courses. These specific courses will be removed from an HSUP student's schedule.**

## Mathematics Course Placement and Registration

### *Quantitative Reasoning (QA/QB or QR)*

If you have not previously enrolled in math classes at the University of Utah, you may need a permission code in order to register. If you have already completed math classes at the U, you should not need a permission code, but will be eligible to register during open enrollment based on your academic history. If you do need a code, it will be distributed directly from the math department.

Please complete the following steps to obtain a permission code:

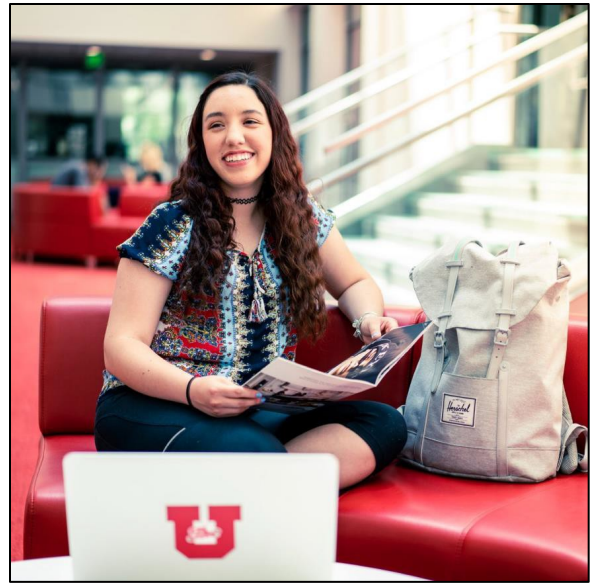
- Determine the course and section numbers of the desired class.
- Complete the “permission code requests” form found at <http://www.math.utah.edu/undergraduate/registration.php>. Include that you are a non-matriculated High School University Program student within the comment box of the request form.
- Scan and e-mail the needed AP/ACT/SAT test scores to [advisor@math.utah.edu](mailto:advisor@math.utah.edu).
- Include your uNID and student status (non-degree seeking) within the e-mail.

If you have questions, please contact the mathematics advising center at <http://www.math.utah.edu/undergraduate/advising.php>.



## Family Educational Rights and Privacy Act (FERPA)

Student records at the University of Utah are governed by FERPA. This act forbids the University from releasing personal, identifiable student educational records and files or personal information, without the student's written consent. Students may allow information to be released to specific individuals by completing the "FERPA Release Consent" form within the Campus Information Services (CIS). For more information concerning FERPA, please visit <https://registrar.utah.edu/handbook/>.



For assistance setting up your FERPA pin, please refer to the following video tutorial: <https://youtu.be/DNnXJWjz1MA>

## HSUP Student Support

<p><b>HIGH SCHOOL UNIVERSITY PROGRAM</b>            Email: <a href="mailto:hsup@utah.edu">hsup@utah.edu</a>            Website: <a href="https://admissions.utah.edu/apply/hsup/">https://admissions.utah.edu/apply/hsup/</a></p>	<ul style="list-style-type: none"> <li>• Admissions Status</li> <li>• Getting your uNID</li> <li>• Reapplying as a returning student</li> </ul>
<p><b>INCOME ACCOUNTING</b>            Phone: 801-581-7344            Email: <a href="mailto:income@utah.edu">income@utah.edu</a>            Website: <a href="https://fbs.admin.utah.edu/income/">https://fbs.admin.utah.edu/income/</a></p>	<ul style="list-style-type: none"> <li>• All tuition related questions</li> </ul>
<p><b>OFFICE OF ADMISSIONS            ADMISSIONS COUNSELORS</b>            Website: <a href="https://admissions.utah.edu/meet-your-counselors/">https://admissions.utah.edu/meet-your-counselors/</a>            (Select incoming freshman)</p>	<ul style="list-style-type: none"> <li>• Accessing your CIS</li> <li>• Assistance with your uNID</li> <li>• General questions about HSUP</li> <li>• Admitted student next steps</li> </ul>
<p><b>OFFICE OF THE REGISTRAR</b>            Website: <a href="http://www.registrar.utah.edu">www.registrar.utah.edu</a>            Student handbook: <a href="https://registrar.utah.edu/handbook/index.php">https://registrar.utah.edu/handbook/index.php</a>            Phone: 801-581-5808            Email: registrar@utah.edu            Website <a href="https://registrar.utah.edu/">https://registrar.utah.edu/</a></p>	<ul style="list-style-type: none"> <li>• Academic records</li> <li>• FERPA</li> <li>• Change of personal information</li> </ul>
<p><b>MATHEMATICS</b>            Website: <a href="http://www.math.utah.edu/undergraduate/advising.php">http://www.math.utah.edu/undergraduate/advising.php</a>            (Refer to instructions on page 3)</p>	<ul style="list-style-type: none"> <li>• Math placement</li> <li>• Permissions codes</li> </ul>