

# Graduate Advising Newsletter

University of Maryland University College

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## UMUC Tips and Tricks

### Retrieving Your User Information on MyUMUC

Once you have registered, go to the MyUMUC portal to explore the services and information available there.

You can access MyUMUC from the UMUC home page ([www.umuc.edu](http://www.umuc.edu)) by clicking the link at the top of the page or directly at <https://my.umuc.edu>.

If you don't remember your log-in information, click on "Log-In Assistant/Password Help," which is located below the "Password" field in the upper left corner of the MyUMUC page.

Clicking this link will open a new browser window. In this window, you will be asked to enter your last name, date of birth, and the e-mail address you provided us for your file.

### ▶ DON'T FORGET TO REGISTER FOR FALL 2007!

Classes are filling up.

You will be able to select what kind of help you need. Check one box to retrieve your password or check the other to retrieve all of your log-in information.

Once you check the appropriate box and click submit, the information you requested will be e-mailed to you at the address you provided.

If you have trouble, feel free to contact MyUMUC Help and Support. They can be reached toll-free at 877-868-2847.

### ▶ IMPORTANT DATES

- **August 6:** Summer 2007 standard term ends
- **August 12:** Summer 2007 MBA term ends
- **August 18:** Returning students advising day
- **August 25:** Returning students advising day
- **September 3:** Fall 2007 MBA term begins
- **September 4:** Fall 2007 standard term begins
- **October 1:** December 2007 graduation application deadline

### ▶ THE 2007–2008 GRADUATE CATALOG IS NOW AVAILABLE.

Call Graduate Advising to find out more!

### ▶ CHECK OUT ENHANCEMENTS TO THE GRADUATE SCHOOL CURRICULUM!

For more information, visit [www.umuc.edu/gradexplore](http://www.umuc.edu/gradexplore).

### ▶ CONTACT US!

Phone: 800-888-UMUC (8682)  
301-985-7155

E-mail: [gradinfo@umuc.edu](mailto:gradinfo@umuc.edu)

Fax: 301-985-7175

## Redesigned Graduate Advising Web Page

Graduate Advising is pleased to announce the redesign of its Web page.

The enhanced Graduate Advising Web page now includes

- Links to UMUC policies
- Contact information and link to locations
- Important dates
- And much, much more!

Access the Graduate Advising Web page at [www.umuc.edu/grad/studserv/advising](http://www.umuc.edu/grad/studserv/advising).

## Frequently Asked Questions

Question: Can I receive graduate-level credit for my work experience? I've heard your new radio ad, and I wanted to know how to get started with Prior Learning.

**ANSWER:** Prior learning only applies to undergraduate students; however, up to 6 semester hours of graduate credit may be considered for transfer to most graduate degree programs at UMUC if earned at a regionally accredited institution and if applicable to the student's program of study. Credits may be considered for transfer to the Master of Business Administration program; students should contact their advisor for specific information. The Graduate School of Management and Technology will accept up to 3 graduate transfer credits for a certificate program.

All graduate credits offered for transfer credit must meet the following criteria:

1. The credits must have been earned as graduate credit.
2. The credits must not have been used to meet the requirements for any degree the student previously earned or is expected to earn.
3. The credits must have been awarded within the time limit for the degree or certificate.
4. The student must have earned a grade of B or better in the courses considered for transfer. (However, these grades are not included in the calculation of the student's grade-point average.)
5. The department advisor and the program director must have determined that the transfer courses are relevant to the student's program of study.
6. The credits must have been earned at a regionally accredited institution and be equivalent to graduate-level coursework or recommended for graduate-level credit by the American Council on Education (ACE).

## Payment Options

Now that you have registered, you may be wondering how and when to complete the next step—payment.

Here at UMUC, we offer several payment options, including a monthly payment plan through TuitionPay, a Sallie Mae company. The TuitionPay Web site ([www.tuitionpay.com](http://www.tuitionpay.com)) contains information about how to set up a monthly payment schedule.

### ► NEW PAYMENT OPTIONS!

- American Express
- Discover
- E-checks

You can also make your payment online through MyUMUC, by phone, in person at our Adelphi location, or through the mail.

To make a payment through MyUMUC, first log in to the Student Portal. Once you are logged in, click on "My Academics" for a list of options. Click "Finances," then "Make a Payment." UMUC accepts Visa, MasterCard, American Express, and Discover.

You can also pay by e-check to have your payment deducted directly from your checking account. Just click "Pay by Electronic Check." Unless you have signed up for TuitionPay, payment is due within 10 days of registration.

You can find out more about UMUC's payment options from the UMUC Web site or by calling Student Accounts at 800-888-UMUC (choose option 2).

► REGISTER FOR  
FALL 2007 TODAY!

### ► HOW CAN GRADUATE ADVISING HELP YOU?

Whether you are new and recently assigned to a graduate advisor or a veteran student, you may wonder what the Graduate Advising Center has to offer.

The Graduate Advising staff is here to assist you—from your first course to your last.

- We will review your record and tell you how many classes you have left to complete before you graduate.
- We will explain any pertinent UMUC policies.
- We will help you plan your courses for the next term.

In short—we are here to help you succeed! Let us know if you have questions. Our contact information is listed on page 1 of this newsletter.

### ► CAN'T REMEMBER WHO YOUR ADVISOR IS?

You can find that out from MyUMUC, too. Click "My Academics" first, then "Registration/Enrollment," and select "View My Assigned Advisor" from the list.