

FREQUENTLY ASKED QUESTIONS

★ **THE MOST FREQUENTLY, FREQUENTLY ASKED QUESTION**

What is the RN-BSN Communications Center?

The Communications Center is an announcement location established to disseminate information directly to the UCF College of Nursing active nursing students and personnel. Students access the Communications Center through WebCourses at webcourses.ucf.edu. This is the official correspondence site for the College of Nursing and it is expected that students are checking this regularly. Failure to do this will not excuse you from missed deadlines.

Access is usually granted within 48 hours of having your major code changed. If this does not happen please email or call **Alicia Eynouf, 407-404-6089, Alicia.eynouf@ucf.edu**. If you are not familiar with WebCourses visit the Online@ucf website for a virtual tour <http://online.ucf.edu/suport/webcourses/other/student-tour/>.

★ **Whom should I contact regarding financial aid?**

Your first point of contact for Concurrent financial aid is your aid specialist, **Susan Morrison**. Her office is housed on the Seminole State Altamonte Springs campus, room A113. You may reach her by phone at 407-404-6068 or via e-mail: morrisos@seminolestate.edu.

UPON GRADUATION from the Seminole State generic RN program, your financial aid specialist then becomes **Pamela Williams-Gruen or Georgia Kent**, for your final UCF semester. Their offices are housed in the UCF Partnership Building on the Seminole State Sanford/Lake Mary campus. You may reach either by phone at 407-708-2815 or via e-mail: Pamela.WilliamsGruen@ucf.edu or Georgia.Kent@ucf.edu.

★ **REGISTRATION WOES**

How do I get registration holds removed from my MyUCF account?

In the "Holds" section of your MyUCF account, click on "Details." Click the "hold" or the "Alert" item in question and follow the instructions. **Please note: ONLY THE DEPARTMENT THAT PUT THE HOLD ON CAN TAKE IT OFF.**

★ **I just registered for my UCF nursing courses, but I don't have a fee invoice. What should I do?**

Fee invoices are generated by UCF Student Account Services and may not be available immediately after registration. You will be required to wait until Student Account Services assesses the charges before you can pay for your classes.

★ **I tried to register for an online UCF nursing courses but the class is full. What do I do?**

- Check the Student Self Service center and verify that your appointment (enrollment) day/time has passed.
- Read the Class Notes to see if the course is reserved for a specific group (ie SSC Concurrent, Basic, etc)
- Check the box that says "show open classes only" so that only classes with space are being pulled up and not ALL sections.

If you have checked all these items and are still having difficulty registering then **E-MAIL Kristell Padel** (Kristell.Padel@ucf.edu) and request a permission number. Please inform her of your Concurrent status

and that your request is in accordance with your plan of study and that you have verified your enrollment appointment and the class notes for the section you are trying to register for. Make sure to include your name, UCF PID, and the course name and course number for which you need an override. **PLEASE NOTE: Overrides are ONLY for courses on your plan of study. This request does NOT include specific electives, instructors, or sections.**

★ **ALL THE OTHER STUFF**

★ **What do I wear on the first day of school?**

Contact your instructor regarding proper first day attire.

★ **How may I obtain a UCF ID card?**

You may go to UCF main campus in Orlando for an immediate ID or come to the UCF office on the SSC Altamonte Springs Campus, Room #426, and see **Alicia Eynouf** to take your ID photo and complete the form. Your ID will come back to Altamonte in 1-2 weeks and be available for your pickup.

PLEASE NOTE: You MUST be registered in courses at UCF and provide your NID# to obtain an ID at main campus.

★ **As a Concurrent student, may I use the UCF Student Health services?**

Yes, you may use UCF's Student Health services. You may contact UCF Student Health for more details (407-823-2701).

★ **I have a bunch of things on MyUCF "To Do List." As a Concurrent student, does that apply to me?**

Concurrent students must complete any "To Do" items from UCF Student Development and Enrollment Services (SDES) including, but not limited to, Academic Integrity, AlcoholEDU and Unless There's Consent. Concurrent students may disregard items in their MyUCF "To Do" list pertaining to financial aid (i.e. Verification Worksheet, tax returns, Low Income Form, etc.). If required "To Do" list items are not completed, you will receive a registration hold that will prevent you from enrolling in courses until they are completed.

PLEASE NOTE: SDES is going to add new items to the list as the old ones are completed. Please stay abreast with this via your MyUCF account. Use the "Details" link under your "To Do" list to help you to distinguish which items need to be completed to satisfy the SDES requirements. You may also refer to the website for more information: <http://honor.sdes.ucf.edu/> or contact the UCF Office of Student Rights and Responsibilities (407-823-6960).

Again, you may continue to disregard any financial aid items that appear on the UCF "To Do" list until you graduate from Seminole State's nursing program. If you have any questions regarding which items you must complete please call **Alicia Eynouf 407-404-6089** to clarify before a hold is placed.

★ **I'm active in clubs/organizations at UCF; will I still be able to participate when I do the Concurrent Program?**

We do not know of any programs that restrict its membership based on enrollment status. Typically, to participate in a UCF club or organization, you just have to be admitted to UCF and taking UCF courses. Ask your club advisor if your Concurrent status will compromise your eligibility as a member of the organization in question.

★ **I need to show proof of residency at UCF. Whom should I contact?**

The office of Undergraduate Admissions (407-823-3538) determines first term residency for tuition purposes for all newly-admitted Undergraduate students. Thereafter, the Registrar's office (407-823-2390) will review Undergraduate student requests for changes in residency. Please consult these departments for any inquiries regarding your residency status.