To: International-Trained PharmD (ITPD) and North American-Trained PharmD (NTPD) Students

From: Distance Degrees and Programs Office

Subject: 2015 Fall Semester Registration Procedures

Dear ITPD and NTPD Students,

The start of the fall semester is just around the corner, and in this letter, you will find website links to important information to help you prepare for the upcoming semester. In addition, the iPharmD® area within the Current Students section on the website houses all the information linked in this letter.

Orientation and Registration Resources
- Orientation Information
- Register for Courses – Registration opens on Monday, July 20
- Going to Class – Access didactic courses using Canvas

Calendars and Course Information
- Academic Calendar – Important dates and deadlines for the upcoming semester
- Course Calendar and Course Descriptions
- Course Materials – Includes list of textbooks for courses offered in the upcoming semester
- Technology Requirements

Experiential Training
- Rotations
- Credit-by-Challenges

Student Services
- Advising
- Mentor Program
- Tutor Program
- Faculty Liaison

Student Resources
- Policies and Procedures
- Health Insurance Policy and Frequently Asked Questions
- Graduation – Learn about graduation eligibility requirements
- Immunization and Certification Requirements
- Health Sciences Library
- Continuing Education
The first step in the registration process is to claim your UC Denver email! This is a crucial step you need to complete in order to register for courses. As a reminder, students should always use their UC Denver email account for communication with the university, including the DDP Office.

You will register for didactic courses using the UC Denver Access portal. To locate the didactic courses in the portal, you will need to use the following terms:

- **Institution:** CU Denver
- **Term:** Fall 2015 UC Denver
- **Campus:** Extended Studies (NOT Anschutz Medical Campus)
- **Course Subject:** PRDI (ITPD courses only) or PRDO (ITPD and NTPD courses)

**Students should plan to take 6-9 credit hours per semester to complete the didactic curriculum within a 2 year timeframe.** Pharmacotherapy courses range from 0.5 – 3 credit hours and many courses will be scheduled to start at different times throughout the semester to allow you to enroll in multiple courses while maintaining the flexibility you need to succeed. Please be certain to access the course calendar to review the start and end dates for each course.

**Please note:** Students may continue to register for fewer than 6 credit hours each semester; however, the lighter course load will extend the length of time it takes to complete the program requirements.

If you require assistance during the registration process, you should first contact the Office of Information Technology (OIT) help desk, who will help you solve any technical issues. If you need additional assistance after utilizing the help desk, you should contact the Registrar’s Office directly. The DDP Office does not have access to your account in the UCDenver Access portal.

We hope you enjoy the upcoming semester! If you have any questions or concerns, please contact your advisor or the DDP Office at 303-724-3582 today!

- Anna Guy advises students whose last names start with A – M  
  o anna.guy@ucdenver.edu / 303-724-7320
- Sarah King advises students whose last names start with L - Z  
  o sarah.m.king@ucdenver.edu / 303-724-3595

### Important Dates as Listed on the 2015-2016 Academic Calendar

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Registration Opens</td>
<td>Monday, July 20, 2015</td>
<td>Register through <a href="#">UCDenver Access</a></td>
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<tr>
<td>On-Campus Orientation</td>
<td>Thursday, July 23 and Friday, July 24, 2015</td>
<td>Register through our <a href="#">website</a> ASAP!</td>
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<td>Classes Begin!</td>
<td>Wednesday, Aug. 26, 2015</td>
<td>Access didactic courses through <a href="#">Canvas</a></td>
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<tr>
<td>Credit-by-Challenge Submission Deadline</td>
<td>Wednesday, Aug. 26, 2015</td>
<td>Deadline for ALL NTPD students (No late fees incurred for Dec. 2015 graduation applicants)</td>
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<td>Event</td>
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<tr>
<td>By Registration Closes – Final Day to Add / Drop Didactic Classes</td>
<td>Friday, Sept. 4, 2015</td>
<td>Register through <a href="https://www.ucdenver.edu">UCDenver Access</a></td>
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<tr>
<td>Labor Day Holiday</td>
<td>Monday, Sept. 7, 2015</td>
<td>DDP Office Closed</td>
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<tr>
<td>Graduation Diploma Application Deadline</td>
<td>Monday, Sept. 14, 2015</td>
<td>Complete through <a href="https://www.ucdenver.edu">UCDenver Access</a></td>
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<tr>
<td>Credit-by-Challenge Registration Deadline</td>
<td>Thursday, Oct. 1, 2015</td>
<td>Deadline for <a href="https://www.ucdenver.edu">ALL</a> NTPD students (Applicants for Dec. 2015 graduation will incur a late fee up to $1000)</td>
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<td>Thanksgiving Break</td>
<td>Thursday, Nov. 26 and Friday, Nov. 27, 2015</td>
<td>DDP Office Closed</td>
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<td>Winter Break</td>
<td>Monday, Dec. 14, 2015 thru Tuesday, Jan. 19, 2016</td>
<td>Enjoy the holidays!</td>
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