

# Lifelong Learners Program Information Packet



Information in this packet is subject to change.

“It’s fun to be an older student in the classes because I have lived a lot of these subjects.”

-Former Lifelong Learner



Lynx Central  
Student Commons Building  
1201 Larimer Street, Suite #1107 Denver, CO 80204  
[Lynx.Central@ucdenver.edu](mailto:Lynx.Central@ucdenver.edu)  
303-315-5969

## Description of Lifelong Learners Program

The Lifelong Learners program allows Coloradans who are sixty (60) years of age or older to audit up to two (2) eligible undergraduate in-person courses at the University of Colorado Denver (Denver Campus) on a non-credit/non-tuition basis. The only expense that Lifelong Learners must personally cover is a Campus ID. However, this is subject to change as we explore providing ID cards at no charge.

## Program Guidelines

- Lifelong Learners will not have any registration record with the university. No official file or transcript is created, so verification of audited courses will not be available.
- Lifelong Learners will not receive grades or credit, and their instructors are not required to evaluate their assignments.
- Lifelong Learners are responsible for Campus ID costs.
  - The sole expense that Lifelong Learners must cover is the Campus ID, which costs \$24. The ID remains valid for approximately four years before requiring renewal. A replacement badge costs an additional \$24.
- Lifelong Learners should consider whether to personally incur personal expenses such as textbooks.
- Lifelong Learners can only audit eligible undergraduate in-person courses offered at CU Denver during the Fall and/or Spring semesters.
  - Some courses are not eligible for auditing. Examples of ineligible courses include summer, additional cost, intensive/module, online/hybrid, and CU Online courses.
- Lifelong Learners are expected to abide by classroom rules established by their instructors and the Code of Conduct of the University. Lifelong Learners may be dismissed or expelled from the program at any time if it is found that they negatively impact the CU Denver community.
- The University of Colorado Denver will not be liable for damage or injury sustained by a Lifelong Learner resulting directly from participation in courses or presence in buildings owned or leased by the University.

## Important Dates

Fall	
Task	Completion date of tasks
Complete the FREE Non-Credit Undergraduate Continuing and Professional Education application.	Deadline: August 1 <sup>st</sup>
Reach out to instructor for permission to join a course for Fall.	Recommended date: August 5 <sup>th</sup>
Submit Fall Participation Request Form to Lynx Central.	Deadline: Second Friday after start of semester. Ask Lynx Central for the exact date.

Spring	
Task	Completion date of tasks
Complete the FREE Non-Credit Undergraduate Continuing and Professional Education application.	Deadline: January 1 <sup>st</sup>
Reach out to instructor for permission to join a course for Spring.	Recommended date: January 5 <sup>th</sup>
Submit Spring Participation Request Form to Lynx Central.	Deadline: Second Friday after start of semester. Ask Lynx Central for the exact date.

## Checklist for Lifelong Learners

To join the program, all steps in the Checklist for Lifelong Learners must be followed.

- ☐ Complete a **FREE** admissions application for the **Non-Credit Undergraduate Continuing and Professional Education** program. [Apply now](https://www.ucdenver.edu/admissions/-apply-now) (https://www.ucdenver.edu/admissions/-apply-now) for each semester you wish to audit classes. For assistance applying, visit Lynx Central. If you are being asked to make a payment, you have started the incorrect application type. Please note that applying does not guarantee participation in the Lifelong Learners program.

### Undergraduate Continuing and Professional Education Applicant

If you are applying for English as a Second Language Academy, Non-Credit, or Continuing Education Units

**Apply Now** [↗](#)

Undergraduate Continuing and Professional Education Applicant

☒ Continuing and Professional Education ☒ Non-credit

- ☐ Check out the [Undergraduate Courses A-Z Catalog](https://catalog.ucdenver.edu/cu-denver/undergraduate/courses-a-z/) (https://catalog.ucdenver.edu/cu-denver/undergraduate/courses-a-z/) to learn more about eligible undergraduate courses for audit at CU Denver.
- ☐ To find out if a class is offered during the term you plan on attending, conduct a [Class Search](https://www.ucdenver.edu/student/registration/class-search) (https://www.ucdenver.edu/student/registration/class-search). Not all courses in the Catalog will be offered during the term you audit. Use Class Search to confirm that a course is available.
- ☐ Here is an example of what Class Search looks like fully filled out:

Enter Search Criteria

Institution	CU Denver
Term	Spring 2023 CU Denver
Select at least 2 search criteria. Select Search to view your search results.	
^ Class Search Criteria	
Use Additional Search Criteria to narrow your search results.	
Campus	Denver Campus
Subject	<input type="button" value="select subject"/> PSCI POLITICAL SCIENCE
Course Number	is exactly 1100
Course Career	Undergraduate
<input checked="" type="checkbox"/> Show Open Classes Only	
<input type="checkbox"/> Show Schedule Conflict Indicator	

Once the fields are filled out, click “Search” at the very bottom of the page.

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Class Search Criteria


Use Additional Search Criteria to narrow your search results.

Campus

Select

Subject

select subject



You can also browse course subjects by clicking on “Select Subject.” Then, you can select a letter to find a subject.

Select a Letter for Subject Name

Current selection is: A

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	0	1
2	3	4	5	6	7	8	9																				

AAS MSC - Afro-American Studies	>
ACCT Accounting	>
ACSC Access, Counseling, Psychology and Counselor Educ	>

To view all courses offered within a subject, leave the course number blank and fill out the other fields.

- ☐ Now that you know which course(s) you want to audit, contact the instructor(s) of the course(s) to request permission to attend through the Lifelong Learners Program. Instructors' emails are typically FirstName.LastName@ucdenver.edu, or you can call their academic department for their email.
- ☐ Submit the Participation Request Form (last page of this packet) to Lynx Central. Ink signatures or emailed permission from the instructor to Lynx.Central@ucdenver.edu are accepted. It is recommended to submit forms via email so processing can immediately occur. However, forms can also be submitted in-person to Lynx Central (Front desk on first floor of Student Commons Building).
- ☐ Confirm your Participation Request Form has been approved by emailing Lynx.Central@ucdenver.edu.
- ☐ Go to the ID Station in-person (Tivoli Suite #269) to purchase a Campus ID card and request it be encoded for building access.
- ☐ Attend class(es) in-person. If needed, ask your instructor(s) or classmate(s) if they would be willing to email you class materials while you wait for access to [Canvas](https://ucdenver.instructure.com/) (https://ucdenver.instructure.com/). Canvas is an application that most instructors use to publish course materials online. Find your course on Canvas after you login.



## Courses

All Courses

### Published Courses

Applied Economics for Managers E01  
Spring 2024

# Campus Information

## Services

Lifelong Learners are not eligible for most services offered to enrolled students on the CU Denver campus including the Health Center at Auraria. However, Alumni services may be available if applicable.

### Lynx Central

Lynx Central is equipped with a program coordinator who supports Lifelong Learners. Support includes helping with checklist items, navigating campus, and other general topics. You may schedule a one-on-one meeting with the coordinator by emailing Lynx Central.

Student Commons Building  
1201 Larimer Street #1107, Denver, CO  
80204  
303-315-5969  
Lynx.Central@ucdenver.edu

### Office of Information Technology (OIT)

OIT provides technical support for Lifelong Learners experiencing issues online. OIT can assist with topics like username/password, email, and Canvas. The computer lab at Student Commons provides walk-in OIT assistance.

Student Commons Building  
1201 Larimer Street #2017, Denver, CO  
80204  
303-723-4357  
OIT-ServiceDesk@ucdenver.edu

### Campus ID Station

The Campus ID Station provides campus IDs for Lifelong Learners at a cost of \$24. Lifelong Learners must obtain a campus ID and have it encoded to access buildings.

Tivoli Student Union  
900 Auraria Pkwy #269, Denver, CO 80204  
303-556-8352  
IDStation@AHEC.edu

### Auraria Library

On-campus library that also provides academic sources online. Watch [this](https://www.youtube.com/watch?v=Yk7UioFbMb0&ab_channel=AurariaLibraryInstruction) (https://www.youtube.com/watch?v=Yk7UioFbMb0&ab\_channel=AurariaLibraryInstruction) video if you need help accessing online resources off-campus.

1100 Lawrence Street, Denver, CO 80204  
303-315-7700  
<https://library.auraria.edu/>

### Tivoli Station Bookstore

Campus store with a large selection of textbooks, course materials, snacks, spirit gear, and gifts.

Tivoli Student Union  
900 Auraria Parkway, #205, Denver, CO  
80204  
303-556-4286

### Parking & Transportation Services

Lifelong Learners can contact this office for any questions about parking.

Feel free to [register](https://www.ahec.edu/services-departments/parking/register-your-vehicle) (https://www.ahec.edu/services-departments/parking/register-your-vehicle) your vehicle using your ID number and vehicle information to avoid paying the Nights and Weekends parking rate. You may register more than one vehicle. Once you register your vehicle(s), please note that it may take at least 24 hours or more for your information to be updated in the system.

777 Lawrence Way, 1st Floor, Denver, CO  
80204  
303-556-2003  
ahec\_parking@ahec.edu

### Auraria Campus Police Department (ACPD)

Full-service police department active on campus. The campus police respond faster than 911 to on-campus emergencies.

Administration Building  
1201 5th Street, Suite 110, Denver, CO  
80217  
Emergency Dispatch: 303-556-5000  
Text-a-Tip: 720-593-8477

## Campus ID and Building Access

Lifelong Learners can get a Campus ID by visiting the Campus ID Station (Suite #269) in the Tivoli Student Union and must present their 9-digit ID number. They may need to bring a government issued ID and proof that they were accepted into the Lifelong Learners Program (screenshot of email from Lynx Central). If you have any questions about building access, you may email the ID Station at [IDStation@AHEC.edu](mailto:IDStation@AHEC.edu) or call 303-556-8352.

## Directions & Maps

Directions to Campus: From I-25, exit Speer Boulevard south. Our campus is bounded by Speer Boulevard, Auraria Parkway, and Colfax Avenue. Use the [Google Maps](#) tool for additional help.

[Auraria Campus Map](https://www.ahec.edu/files/general/General-Campus-Map.jpg) (<https://www.ahec.edu/files/general/General-Campus-Map.jpg>)

[Parking Map](https://www.ahec.edu/files/general/Parking-Map.pdf) (<https://www.ahec.edu/files/general/Parking-Map.pdf>)

[Accessible Parking Map & Guide for Persons with Disabilities](https://www.ahec.edu/files/general/ADA_Parking_Guide_Digital_2324.pdf)  
([https://www.ahec.edu/files/general/ADA\\_Parking\\_Guide\\_Digital\\_2324.pdf](https://www.ahec.edu/files/general/ADA_Parking_Guide_Digital_2324.pdf))

Lifelong Learners are responsible for their own parking and any parking fees. Lifelong Learners are not eligible for the RTD benefits through the university; however, discounts are provided through RTD for people 65 and over or with special circumstances. Learn about [discounts offered by RTD](https://www.rtd-denver.com/fares-passes/discount-fares) (<https://www.rtd-denver.com/fares-passes/discount-fares>).

## Campus Closure

Campus closures mean that both in-person and remote classes are canceled for the day. Campus services such as Lynx Central do not operate remotely during campus closures. This means that you cannot contact offices by phone during campus closure.

Although you should receive an email with current information in the event of a campus closure, delayed start, or early dismissal, please note that email notifications are not guaranteed. Therefore, it is essential to stay informed by visiting <https://www.ahec.edu/> or calling 1-877-556-3637 after 5:30 a.m. to confirm if there is a campus closure. You may also contact your instructor for information.

### Weather

Inclement weather may cause a disruption in communication channels and internet access. To provide a consistent learning experience, all students will follow closure protocols.

### Delayed Starts

If a class is scheduled to begin after early dismissal time, it is canceled. If a class straddles release time, it is canceled. For example, if campus is closing at 2 p.m., a class that runs from 1-3 p.m. is canceled. The same is true if inclement weather necessitates a delayed start. If the campus opens at 10 a.m. and a class runs from 9 to 11 a.m., it is canceled.

### Holidays & Breaks

Campus is closed during holidays such as Labor Day and semester breaks. Keep up to date with holidays and breaks by following the [academic calendar](https://ucdenver.edu/student/calendars/academic/) (<https://ucdenver.edu/student/calendars/academic/>).

Participation Request Form for Lifelong Learners Program

Coloradans sixty (60) years of age or older may audit eligible undergraduate courses on a non-credit, non-tuition basis. Submit this form once you have completed a FREE CU Denver admissions application for the Non-Credit Undergraduate Continuing and Professional Education program.

The Lifelong Learner will follow classroom rules set by instructors and the University's Code of Conduct. The Lifelong Learner is not required to complete assignments, nor is the instructor required to review or grade coursework. The University will NOT keep any record of the Lifelong Learner.

Term	Class #	Subject	Course #	Section	Course Title/Days/Time	Printed Instructor Name	Instructor Signature (Ink or emailed to Lynx Central)
Ex: Spring 2023	35268	ENGL	1010	001	English Composition/Tuesdays & Thursdays/1:00- 2:15 PM	John Smith	John Smith

First name: Last name: ID number:

University email (@ucdenver.edu): Phone number:

New or Returning Lifelong Learner: Full name of emergency contact:

Relationship to emergency contact: Phone number of emergency contact:

This Participation Request form must be submitted by the second Friday of the semester. For the exact date, contact Lynx Central. You may hand deliver this form to Lynx Central (1st floor of Student Commons Building) or you may email this completed form to Lynx.Central@ucdenver.edu.

PLEASE READ THE INFORMATION BELOW AND SIGN

By signing this document, I declare I have read the Lifelong Learners Information Packet and will abide by its guidelines. I further acknowledge and agree that the University of Colorado Denver is not liable for damage or injury to my person resulting from my participation in the course(s) or in buildings owned or leased by the University.

Lifelong Learner Printed Name

Lifelong Learner Signature and Date