Application and Enrollment

High school students notify their school that they are interested in participating in Northern Lights interactive television (ITV) course(s). Students should complete the online version of the UW System application for admission indicating that the student wants to be a “high school special.”

The high school forwards a current high school transcript and a letter of recommendation from the high school indicating the desired class(es) for the semester and verifying student readiness for college-level work (see sample letter). UW-River Falls will inform the student and high school of admission.

**Selection Criteria:**
- GPA of 3.0 or above
- Top 40% of class (exceptions may be made for students with special talents)
- Open to 9-12th grade students
- Letter of recommendation from the high school addressing the student’s readiness for college level work and listing desired course(s)

No application fee will be charged ITV students or their schools. If the student wishes to enroll at UW-River Falls following high school graduation, the student would need to re-apply during the senior year in high school as a degree seeking student and pay an application fee. Placement tests may be required for specific courses, such as foreign language or math. For questions on the admission process, contact the UW-River Falls Admissions Office at 715-425-3500 or by email to admissions@uwrf.edu

**Dates and Deadlines:**

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<tr>
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<th>Fall 2019</th>
<th>Spring 2020</th>
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<tbody>
<tr>
<td><strong>Application Deadline:</strong></td>
<td>June 1</td>
<td>November 15</td>
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<tr>
<td><strong>Class Start Date:</strong></td>
<td>Wednesday, September 4, 2019</td>
<td>Monday, January 27, 2020</td>
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<td><strong>Drop Dates:</strong></td>
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<tr>
<td>o No record on transcript:</td>
<td>within 15 days of semester</td>
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<td>o W (withdrawal) noted on transcript:</td>
<td>within 16-50 days of semester start</td>
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<td>o Late Drop – non academic verifiable reasons only,</td>
<td>51 days or later after start of semester.</td>
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Billing Process

The UW-River Falls Student Billing office will send invoices for tuition and fees to the participating schools.

Textbooks

UW-River Falls has a textbook rental system. Textbooks are rented at the rate specified in the Textbook Library portion of the fee schedule. The rental fee will be included in the tuition bill sent to participating schools.

Textbooks will be checked out to the daytime ITV facilitators and sent by UPS delivery. The daytime facilitator is responsible for distributing the textbooks to students, keeping record of who has books checked out and for returning the textbooks to Textbook Services when the class ends. Shipping costs for returning books are the responsibility of the participating school.

University policies regarding charges for lost or damaged books and fines for late return of books will apply to ITV students and their schools. Please remember to return books within 2 weeks after the end of the semester. There will be late charges assessed for books that are not returned in a timely manner.

Library Information

Students enrolled in ITV courses are encouraged to use UW-River Falls library resources for class assignments. Many of the resources can be reached electronically. See the UW-River Falls Chalmer Davee Library web page at https://www.uwrf.edu/Library/ for information on library catalogs, databases, reference sources, government information and interlibrary loans. Follow the directions on how to request a password. If you have difficulty, please contact the Reference Desk, 715-425-3343.

Students may check out books by going to the Circulation Desk of the Davee Library and requesting a borrower’s card. Students should tell the librarian that they are enrolled at UW-River Falls to expedite processing a borrower’s card.

Any further questions please contact Linda in the Continuing Education office at 715-425-3190 or linda.r.jacobson@uwrf.edu