



## 2023 University of Colorado Conducting Symposium Instructions for graduate credit registration

For an additional \$90 fee, conductors may take the course for optional tuition credit through University of Colorado Boulder Continuing Education. The course will be offered as Independent Study Music 5018, and provides 1 credit hour of graduate coursework.

*Please note that only full graduate-level participants (not auditors or undergrads) are eligible for course credit.*

### **Registration procedure:**

1. Fill out a Summer 2023 Enrollment Application: <https://ce.colorado.edu/resources/topics/enrollment-new-students>  
*Note: This is a multi-step process that includes creating an applicant account to complete your application form, and then submitting the application.*
2. You will receive a welcome email with your 9-digit student ID number included. If you do not see the Welcome message in your inbox within 48 business hours, please double-check in your spam folder.
3. Fill out the “Course Registration and Credit Card Payment” form:  
[https://secure.touchnet.net/C20369\\_ustores/web/product\\_detail.jsp?PRODUCTID=108](https://secure.touchnet.net/C20369_ustores/web/product_detail.jsp?PRODUCTID=108)
  - Enter the tuition amount (\$90) and click on “Add To Cart”
  - For the Course Information section:
    - o Semester: Summer
    - o Year: 2023
    - o Course Abbr: IMUS
    - o Course Num: 5018
    - o Section Num: 750 for the Orchestra Conducting Symposium
    - o Section Num: 751 for the Wind Band Conducting Symposium
  - For the “Checkout” section:
    - o Select “Checkout as Guest”
4. You will receive an enrollment confirmation email. Please follow the instructions to set up an IdentiKey password, access the Buff portal and request an official transcript online.
5. The deadline to drop this course and receive a 100% tuition refund is June 4, 2023.

*Questions? Contact Program Manager Yen-Shi Li, [Yen-Shi.Li@Colorado.edu](mailto:Yen-Shi.Li@Colorado.edu).*