

How to Register for Classes

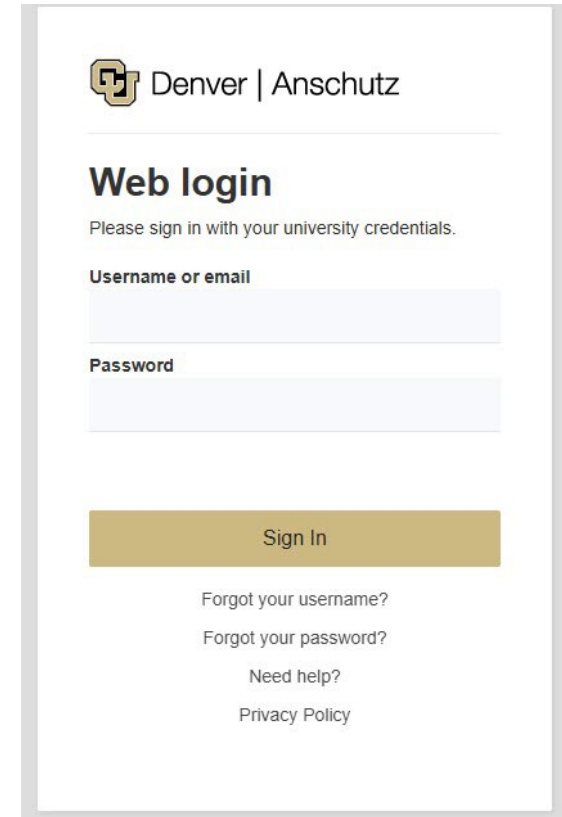
CONTINUING AND PROFESSIONAL EDUCATION (CPE)
School of Education & Human Development



Log in to UCDAccess

- [Log in to your UCDAccess student portal](#) using your university credentials, and resolve any holds on your account.
- If you forgot your password, you can [use the password reset tool](#).
- If you're still having trouble logging in, [you can contact the IT Service Desk for help](#).

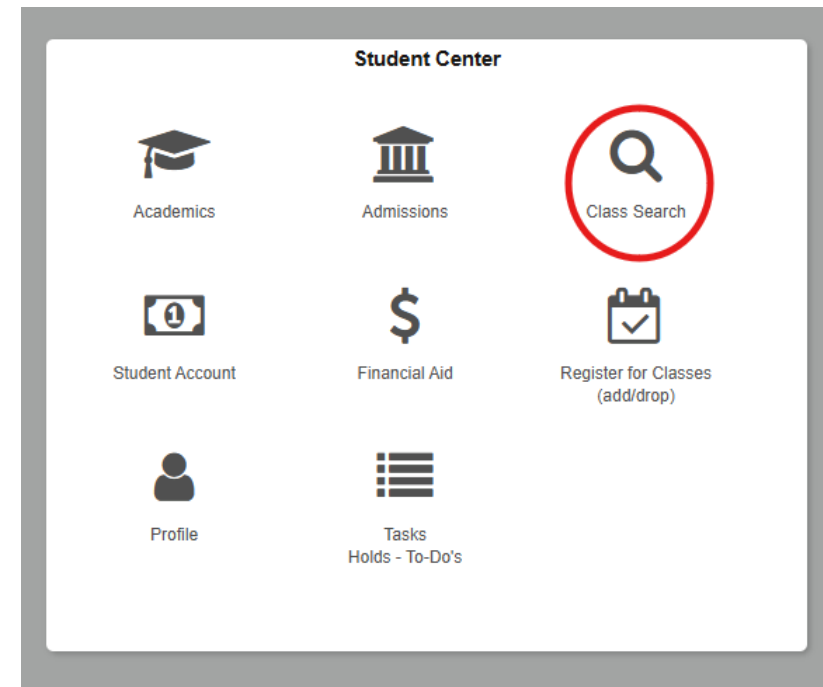
Note: Please have your 9 Digit CU Denver Student ID number available when contacting the service desk.



The screenshot shows the UC Denver | Anschutz Web login page. At the top is the CU Denver logo and the text "Denver | Anschutz". Below this is the heading "Web login" followed by the instruction "Please sign in with your university credentials." There are two input fields: "Username or email" and "Password". Below the input fields is a gold "Sign In" button. At the bottom, there are four links: "Forgot your username?", "Forgot your password?", "Need help?", and "Privacy Policy".

Student Center

- Select Class Search in your student
- Check that you do not have any Tasks/Holds- To-Do's.
 - Resolve any holds. If you have a hold, you will see a red circle with the number of tasks- hold.



Select a Term

- Be sure to select to correct term (semester)
- This is the term you will be taking the course.

Note: This image is an example of selecting a term.



Select a Value
Available terms
Spring 2024 CU Denver University of Colorado Denver
Summer 2024 CU Denver University of Colorado Denver
Fall 2024 CU Denver University of Colorado Denver
Spring 2025 CU Denver University of Colorado Denver
Summer 2025 CU Denver University of Colorado Denver
Fall 2025 CU Denver University of Colorado Denver
Spring 2026 CU Denver University of Colorado Denver

Search For Class

- Enter the 5-digit class number in search for classes
 - You will receive this information from your instructor or program manager.
 - Most partnership program courses can only be found using the 5-digit class number.



Register for Classes

Spring 2026
University of Colorado Denver

Change Term

Search For Classes ⓘ

Enter keyword e.g. course, subject, class, topic

Additional ways to search

> Favorites

> Recently Viewed

Search For Class

- Enter your 5-digit class number

Example →

Register for Classes

Spring 2026
University of Colorado Denver

Change Term

Search For Classes ⓘ

25561

Additional ways to search

- After entering the 5-digit class number, view results. Next, click on the course for more details.

Class Search Results

▼ Class Status

☐ Open Classes

▼ Course Career

☐ Undergraduate

▼ Subject

☐ CLDE/Cultrly & Lingstcly Dvrse Educ

▼ School/College

☐ School of Educ & Human Dev

▼ Department

☐ School of Ed and Human Dvlpmnt

▼ Number of Units

View Search Results

1 Course with keyword(s): 25561

CLDE 1030 - Intro Lang Dev Multiling Lrn
Introduction Language Development of Multilingual Learners
1 Option Available for Class Number 25561

← Example

Confirm Course

- Next, check that the course name and instructor information is correct.
 - After confirming, click on the course or the arrow on the far right to add it to your shopping cart.

Course Information

Spring 2026
University of Colorado Denver

Return to Search

View My Classes/Schedule

Enrollment Appointments 1

Shopping Cart

Register for Classes

Drop Classes

Update Classes

Swap Classes

Browse Course Catalog

CLDE 1030

Introduction Language Development of Multilingual Learners

★ Add to favorite courses

> Course Information

▼ Class Selection

Select a class option to enroll ⓘ

Selection	Status	Session	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
Select Class (Option 1)	Open	Intensive (Den Cont Ed)	CLDE 1030-501(25561) Details	03/01/2026 - 05/15/2026	Monday Tuesday Wednesday Thursday 11:40AM to 1:00PM	See Class Notes For Room Info	Monica Moreno-Martinez	Open Seats 25 of 25 >

Continuing Education Information ⓘ

Selected Filters 1 option

↑
Example

Add Classes to Your Shopping Cart

- Review the class selection, then click **"Next"** on the top right of the screen.
- Review Class Preferences. Check the **"Enroll"** option and click **"Accept"**.
- If you are adding more course, you can choose the **"Add to Shopping Cart"** option and click **"Accept"**. Then, repeat the search for class option.
- **Review** your information and click **"Submit"**.

Example

Fall 2025
Graduate
University of Colorado Denver

1 Review Class Selection
Complete

2 Review Class Preferences
Not Started

3 Review and Submit
Not Started

Step 1 of 3: Review Class Selection

You have selected

ACCT 3220 Intermediate Financial Accounting I

Option Status: Open

Class	Session	Meeting Dates
Lecture - E01(14460)	Regular Semester (Den)	08/18/2025 - 12/13/2025

Fall 2025
Graduate
University of Colorado Denver

1 Review Class Selection
Complete

2 Review Class Preferences
In Progress

3 Review and Submit
Not Started

Step 2 of 3: Review Class Preferences

ACCT 3220 Intermediate Financial Accounting I
Lecture - E01(14460) - Open

Do you wish to enroll or add the class to your Shopping Cart?

☐ Enroll
☒ Add to Shopping Cart

Permission Number If you do not have a Permission Number this can be skipped.

Fall 2025
Graduate
University of Colorado Denver

1 Review Class Selection
Complete

2 Review Class Preferences
Complete

3 Review and Submit
Visited

Step 3 of 3: Review and Submit

You have selected to add to your shopping cart

ACCT 3220 Intermediate Financial Accounting I

Class	Session	Meeting Dates	Days and Times	Seats
Lecture - E01(14460)	Regular Semester (Den)	08/18/2025 - 12/13/2025	To be Announced	Open Seats 57 of 150

Check out and Register for Classes

- Once you are done adding your courses, select **“Shopping Cart”** from the “Register for Classes” menu
- Check the box to select each of the classes you wish to enroll in
- Click **“Enroll”**

Example

Fall 2025
Graduate
University of Colorado Denver

View My Classes/Schedule
Enrollment Appointments
Shopping Cart
Register for Classes
Drop Classes
Update Classes
Swap Classes
Browse Course Catalog

Your Shopping Cart

Select	Availability	Class
☐	Open	Lecture - E01(14460)

Enroll Delete Validate

Your Shopping Cart

Select	Availability	Class	Description	Session	Days and Times	Room	Instructor	Units	Seats	Preferences
☐	Open	Lecture - E01(14460)	ACCT 3220 Intermediate Financial Acct I	Regular Semester (Den)	More meeting details available			3.00	Open Seats 57 of 150	Change Preferences

Questions?

Contact your Program Manager

- If you're unsure who your program manager is, please email: sehd.cpe@ucdenver.edu.
- When emailing, include:
 - Full Name
 - Program Name
 - CU Denver ID Number (if known)