**IMPORTANT INFO FOR CIS STUDENTS!!**

**Watch for surveys from CIS**

Thank you for participating in this U of M course! We hope your experience has left you feeling prepared and excited for college. Your opinions about CIS and this course are important to us, which is why we ask you for feedback not just once, but **THREE** times!

1. The course evaluation (Student Rating of Teaching) – *Please do this now!*
2. A survey sent 1 year after high school graduation
3. A survey sent 4 or 5 years after high school graduation

*Why do we want this feedback?* Evaluation results help CIS serve students the very best it can AND they provide data to share with legislators and other policy makers. **Your feedback is critically important to the future of CIS!**

Thanks for your time and thoughts!

The CIS Staff ([cis@umn.edu](mailto:cis@umn.edu))

**Request your U of M credits be recognized**

If you do NOT attend the U of M after HS graduation, don’t forget to request that your U of M credits earned through CIS be recognized at your selected college! **NOTE:** *You’ll need to send an official U of M transcript to any college other than the U of M.* See the CIS “Student Handbook” for advice on how to petition colleges reluctant to recognize your credit. (The handbook is always available online at [www.cce.umn.edu/cis](http://www.cce.umn.edu/cis). You do not need to be a current CIS student to see this handbook.) **Important for requesting credit recognition:** (a.) *Save the syllabus and all written course work and*

*(b.) Photocopy and save the textbook’s table of contents.*

**How to get your U of M transcript**

**NOTE:**

1. Look at your transcript SOON after your course ends to ensure that the grades and courses are accurate.
2. The CIS office does NOT have any transcripts and cannot fulfill your requests. If you contact our office in search of a transcript, we will refer you to the information below.

**If you have your University Internet ID and password**

1. Go to <http://onestop.umn.edu/grades_and_transcripts/official_transcripts/>
2. Select “Official Transcript Request” beside the padlock icon.
3. Login with your x500 (your University email address without the “@umn.edu”) and password.
4. The application will guide you through the rest of the process.

**If you do not know your University Internet ID and Password**

1. Go to <http://onestop.umn.edu/grades_and_transcripts/official_transcripts/>.
2. At the bottom of the “Quick Links” column at the right-hand side of the page, select the link to a PDF of the “Printable Official Transcript Request.”
3. Download and print the PDF. Complete the form—note that as long as your birth date and social security number are included, you do not need to know your University ID.