

Intensive English Program (IEP)

Remote Pre-Term Checklist

The remote pre-term checklist provides important information about what you will need to complete before beginning your classes. Please use this checklist to ensure you have no holds on your student account. Please contact aei@uoregon.edu if you have any questions.

Claim your Duck ID

Your Duck ID is your primary account for technology access on campus. You will use your Duck ID login for email, Canvas, on-campus Wi-Fi, and many other services. When you claim your Duck ID, you will create the username and password for your account (duckid@uoregon.edu).

To claim your Duck ID, you will need to log in to duckweb.uoregon.edu using your UO ID (95X-XXX-XXX) and your Personal Access Code (PAC).

You can find your UO ID number and PAC in the admission packet that was sent to you after you were admitted as an AEI student.

When you log into DuckWeb for the first time, you will use the PAC you received in the mail, but you will then be asked to change your PAC and answer several security questions.

You will then be able to Claim your Duck ID and create your username and password.

You can find more information at service.uoregon.edu.

Register for Orientation

All new AEI students are required to participate in the AEI New Student Orientation. Admitted students will receive an email with a link to register for orientation 2-3 months before the start of the term. Please check your email daily.

Orientation begins the Friday before the first day of classes.

Take Online English Placement Test

After you register for orientation, the UO Testing Center will send you an email with important information about taking a required English Placement Test before the start of the term. This test will help us put you in the correct classes.

It is important that you make an appointment to take the test as soon as possible. The Testing Center can become very busy before the start of the term and appointments may be limited if you wait. Please check your email daily and open the email from the UO Testing Center as soon as you receive it. Then follow the instructions to schedule a test session right away.

Immunization and Health Insurance Requirements

All new students are required to provide documentation of immunizations (aei.uoregon.edu/health). Without this information, you will not be able to register for your classes. Students are encouraged to obtain immunizations before coming to the U.S. For more information, please visit: health.uoregon.edu/immunization-requirements.

International students are required to purchase University Health Insurance. You will automatically be enrolled in health and dental insurance, unless you submit an approved waiver.

Pay Tuition and Application Fee

Payment is due prior to the first day of classes. Students cannot be registered for classes until tuition and fee payments are made in full. Visit the Tuition & Payments page (aei.uoregon.edu/payments).

Questions?

Email: aei@uoregon.edu



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