

Program 60 FAQs

Program 60 (P60) is a unique learning opportunity for citizens to register and attend undergraduate and graduate classes, tuition-free, at The Ohio State University. Credit cannot be given nor will classes be applied toward a degree. Acceptance into a class is based on permission of the instructor and space availability.

Eligibility

A person is eligible if s/he is an Ohio resident and age 60 or older. A participant turning 60 years of age during the quarter that s/he wishes to attend will be eligible.

Course Descriptions

- Course descriptions can be found at <http://buckeyelink.osu.edu>. Scroll down to **Academics** under Public Access and click on **Course Catalog**. Type in a subject and click on **Search** to view all of the courses offered at the University. (The Course Offerings Bulletin will be available to use during the onsite registration. If you prefer, the Bulletin may be purchased at UniPrint, 2055 Millikin Way. 292-2000.)
- The majority of course offerings are available through Program 60 but there are some exceptions, they are as follows: Piano, Medical School classes, most law classes, and Aviation flight courses unless ground courses are completed, all core courses listed as MBA 800 levels, all noncredit Continuing Education courses, and any section with a “Y” code. Others may be added to the list when applicable.
- Acceptance into a class is by instructor permission and space availability which is usually determined the first week of classes.

Course Details

- Course details can be found at <http://buckeyelink.osu.edu>. Scroll down to **Academics** under Public Access and click on **Schedule of Classes**. Select the term and click Go. Select the course subject and type the course number in the box on the right. Remove the checkmark from **Show Open Classes Only** and click **Search**. (Often, Program 60 participants are accepted into classes that appear full.)
- The first three course sections and details will appear on screen. Use the arrow in the blue line to reveal additional sections, if applicable. Section/Class numbers are found in the parentheses.

Registration Information

- The Ohio State University Office of Continuing Education (CEd) facilitates P60. Please call 614-292-8860 to be placed on the mailing list to receive our quarterly registration information brochure. This information is also available online at www.ced.osu.edu/CEd_pro60.html.
- Registrations will be received through the second Friday of each quarter. Due to university processes, any new course registration received after the onsite registration dates will cause a delay of up to two weeks in receiving your e-mail and password from IT Service Desk if applicable.
- Mail-in registration
 - Download a registration form from www.ced.osu.edu/CEd_pro60_reg.html, complete, and mail to Program 60, The Ohio State University, Office of Continuing Education, 152 Mount Hall, 1050 Carmack Road, Columbus, OH 43210.
- On-site registration
 - Registration dates, times, and location are available by visiting www.ced.osu.edu/CEd_pro60_reg.html. They are also in the quarterly registration information brochure.
- Drop-off registration
 - These will be accepted Monday–Friday through the second week of the quarter in the Office of Continuing Education, 152 Mount Hall, 1050 Carmack Road, Columbus, OH 43210. (614) 292-8860. A campus map may be downloaded at www.osu.edu/map.

Next steps following registration

E-Mail and Password

- **Participants who have registered consecutive quarters** – Your Ohio State e-mail account username and password will remain active. You **will not** receive any e-mail from The Office of Information Technology (OIT).
- **Participants who have skipped a quarter or quarters** – Your Ohio State e-mail account username will remain the same. Within two weeks of registering you will receive an e-mail from IT Service Desk (**if you provided your personal e-mail to the Program 60 office**).
Note: If your OSU username and password expire, the account will be re-activated by OIT and a new temporary password will be sent to your personal e-mail address with instructions on how to change it to one of your own choice.
(Please check junk e-mails and spam trap if you do not find it.)

Continue to next page for **New Participants**

- **New Participants** – Within two weeks of registering, you will receive an e-mail from IT Service Desk (**if you provided your personal e-mail to the Program 60 office**), assigning you a sponsored temporary account username (name.t#). An e-mail is automatically sent to your personal e-mail address informing you of the sponsored account access with instructions on how to self-activate the account **and** set the password to one of your own choice. (Please check junk e-mail and spam trap if you do not find it.)
- **NOTE: All participants**, if you forget your Ohio State username or password, contact the Office of Information Technology (OIT) at 688-HELP for agent assistance.
- **NOTE: All participants**, if you register between the Early Registration date and Onsite registration date, your registration will be processed with the onsite group.

University Related Items

- A University parking permit is required to park on The Ohio State University campus. Participants may buy regular “C” or West Campus “WC” hangtags for the quarter or year. Permit prices are subject to change and are not at Continuing Education’s discretion. Holders of a State of Ohio issued disability hangtag will need to submit your BMV Certificate of Registration. Transportation and Parking Services (<http://tp.osu.edu>) is located on West Campus at 160 Bevis Hall, 1080 Carmack Road. Bus routes and frequency can be viewed at <http://tp.osu.edu/cabs/mapsschedules>. (Call 292-9341 for current prices.) Office hours are 7:30 a.m. – 7:30 p.m. Monday-Friday and noon - 5:00 p.m. on Saturdays (closed home football game days). Campus Area Bus Service (CABS) is available at no cost for Program 60 participants, the University community, and visitors.
- Book purchases may be made at any time; however, each book company will have restrictions on returns. Please review all return policies. Some instructors may change books after classes begin. Also, a book may not be necessary for every class. A list of some store locations can be found at www.ced.osu.edu/CED_pro60.html.
- A BuckID is available at no charge for Program 60 participants through BuckID Services when you submit a current quarter registration form. There is a fee to replace a lost one. The office is located at Lincoln Tower, 1800 Cannon Drive, Room 219. **This office will be moving Spring Quarter 2010** to the Ohio Union, 3rd floor. (www.buckidcardservices@osu.edu) (292-0400) Office hours are 8:00 a.m. – 5:00 p.m. AU, WI, and SP quarters. Summer hours are 7:30 a.m. – 4:30 p.m. The university **BuckID is not honored with COTA bus system.** Please contact Central Ohio Transit Authority (COTA) for fare information.
- Library access – Use of the library is available only for the current quarter of enrollment and requires a BuckID. Access will become available within two weeks following the early or onsite registration. All other registrations may be delayed in receiving access.
- Academic requirements - Some class instructors request full participation in all assignments; this is often not necessary. Instructors will make the decision.
- Discontinuing enrollment - Please inform your instructor if possible. It is no longer necessary to contact the P60 coordinator.

Potential Expenses

- A participant may incur fees for a University parking permit, books, and replacement cost for a lost BuckID.
- Participants may purchase Faculty and Staff Recreational facilities memberships for any quarter in which they are taking classes by taking their activated BuckID to the Recreation and Physical Activity Center (RPAC), 337 West 17th Avenue. Program 60 participants may only buy quarterly memberships at the faculty and staff rate. Pricing is available at http://recsports.osu.edu/membership_pricing.asp.

First Day of Class

Please introduce yourself to the instructor and show them the Program 60 Participant Registration Form. You will want to request permission to attend class as acceptance is based on permission and space availability. **Your name will not appear on a class roster** because Program 60 registrations are not processed through the university Registrar's office. If your instructor is using Carmen to post assignments, etc. please ask that they add you to Carmen and provide your Ohio State username (name.# or name.t#).

Note: Review comments under **"E-Mail and Password."**

Carmen

- Carmen is an Internet site for students to view course materials, submit assignments, and check announcements from instructors **IF your instructors are using Carmen.**
- **In order to have access to Carmen, you will need to provide your username.# or name.t# to your instructor and request that the instructor add you to Carmen. (Review comments under "E-Mail and Password" if you don't have this information.)**
- To access Carmen once you have an active Ohio State user name.# or name.t# and you have activated your password, go to www.carmen.osu.edu, and click on "Log in."
- Type your name.# or name.t# and password.
Click Login.
- Click on the "+" next to the quarter of your enrollment.
- Click on course name and navigate through the various top tabs (Course Home, Content, etc.) for course information.
- Click on Log out (top right) to exit.

For more information, call the Office of Continuing Education at (614) 292-8860 or visit www.ced.osu.edu/CED_pro60.html.

**Thank you for your participation in Program 60 at The Ohio State University.
We hope you find this program to be an enriching opportunity for lifelong learning!**