Counselors and Advisers Bulletin  
Sent Jan. 9, 2014  

Colleagues:  

Happy 2013 and welcome back from the holidays!  

This UC Counselors and Advisers Bulletin covers the following topics:  

- Application Updates & Reminders  
- Application Verification Process  
- FAFSA & Cal Grant filing period  
- UCCI Institutes: Application Reminder  

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**Application Updates & Reminders**  

With the New Year we have some new application reminders, as well as some “auld” ones. Please be sure to share all relevant information with your students.  

**Ordering test score reports**  

If your students have not already submitted their official ACT and SAT test scores, please have them do so immediately. As a reminder, students who have not submitted official scores should do the following:  

1. After receiving their scores, students should log into their My UC Application and self-report their examination scores. The test scores submitted on the application for undergraduate admission are considered unofficial.  
2. Students should request that an official score report be sent by the College Board (for the SAT) and by ACT to at least one UC campus to which they applied. UC does not recommend applicants use the College Board’s Score Choice function or Rush Score delivery. All official test scores can be submitted to one campus, as test scores are disseminated to all campuses to which the student has applied.  

If a student has recently ordered official reports sent to the university, he should log onto the My UC Application website [http://admission.universityofcalifornia.edu/how-to-apply/after-you-apply](http://admission.universityofcalifornia.edu/how-to-apply/after-you-apply) to check the most current scores we have on file.  

If a student is missing official scores, he should contact the respective testing agency as follows:  

- ACT: (319) 337-1313 or [www.actstudent.org/scores/send/](http://www.actstudent.org/scores/send/)  
- SAT: (866) 756-7346 or [www.collegeboard.com/sat/html/students/adlscor.html](http://www.collegeboard.com/sat/html/students/adlscor.html)  

**Updating the application**
**Freshmen applicants:** If there are changes to a student’s academic record (if a student changes schools, adds or drops a course, or fails to earn a C or better in a course after submitting the application), the student must notify — by mail — the UC Application Center. We encourage students to explain the reason(s) for the academic record updates in the letter. The letter must also include the student’s name, UC Application ID number and signature, and will be shared with all the campuses the student applied to. Mail to:

UC Application Center  
P.O. Box 1432  
Bakersfield, CA 93302

**Transfer applicants:** The transfer application update period is now open. Transfer students have until Jan. 31 to log into their application and update fall term grades and planned courses for spring semester (or winter/spring quarters). If a student failed to earn a C or better in a course for the fall term, we encourage him to explain the reason(s) in the comment section (550 character limit) on the Transfer Academic Update form. Even if your student does not have any in-progress or planned courses, or the student’s record of course grades was complete in the original application, the student still must complete the academic update. Transfer applicants should have received an email with more information about this process, but please direct them to the website if they have more questions: [http://admission.universityofcalifornia.edu/how-to-apply/after-you-apply/update-transfer-application](http://admission.universityofcalifornia.edu/how-to-apply/after-you-apply/update-transfer-application)

UC Berkeley Transfer Applicants: UC Berkeley requires its applicants to complete additional forms, available at [http://students.berkeley.edu/myberkeley/home.asp](http://students.berkeley.edu/myberkeley/home.asp). The Berkeley forms should be completed in addition to the systemwide form.

**Transcript submission reminder**

Final, official transcripts/academic records and AP/IB exam scores must be submitted by July 15, after the student accepts an admission offer to the one UC campus at which the student plans to enroll (unless specifically asked by a campus prior to the admission decision). We strongly encourage submission by July 1, but all official documents must be received at the UC campus admission office by July 15. Students must refer to documentation provided by the campus for the correct mailing address.

**Early Decision: withdrawing the application**

Applicants who wish to withdraw/cancel their UC application must write to each UC campus to which they applied. Please visit our website for campus-specific instructions and contact information: [http://admission.universityofcalifornia.edu/counselors/q-and-a/miscellaneous/index.html#17](http://admission.universityofcalifornia.edu/counselors/q-and-a/miscellaneous/index.html#17)

**Application Verification Process**

This month, UC will conduct its application verification process to ensure applicants have not misrepresented or falsified personal or academic information. The process will impact a select, random sample of applicants who should have received notices at the end of December. If your students have
received the letter, they should be reassured that the request is the result of a random selection process and in no way suggests any of the information in their application is inaccurate. These students have until Jan. 31 to submit their responses. Applicants with questions about the verification process should contact the UC Application Center:

Hours: Monday – Friday, 10 a.m. – 6 p.m. PST
(800) 207-1710 (for callers within the U.S.)
(661) 336-5723 (for callers outside the U.S.)

FAFSA & Cal Grant filing period now open

Applicants now can file the FAFSA and/or Cal Grant GPA Verification Form to be considered for financial aid such as grants, work-study jobs and student loans. Please encourage your students to fill out the FAFSA (or the California Dream Act Application if applicable), even if they think they may not qualify for financial aid, as almost two-thirds of UC students qualify for some sort of financial assistance. The filing period for FAFSA, California Dream Act Application and Cal Grants ends March 2.

Here are some helpful online resources for your students:

UC’s How to Apply for Financial Aid:  http://admission.universityofcalifornia.edu/paying-for-uc/financial-aid
FAFSA application:  http://www.fafsa.ed.gov/
UC’s information on the California Dream Act:  http://admission.universityofcalifornia.edu/paying-for-uc/financial-aid/dream

UCCI Institutes: Application open

The application for the Spring 2013 UC Curriculum Integration (UCCI) Institutes in Millbrae, Calif., is open until Feb. 18. Two institutes are offered April 11-14, integrating the following academic and career technical education areas:


For more information, please email ucci@ucop.edu.