

UNIVERSITY OF CALIFORNIA

COUNSELOR

CONFERENCE

Pitfalls and pointers:

Successfully navigating the UC application

Notes

- Welcome & Introductions of presenters
- Our goal for this session is to explain how counselors can best support their students when completing the UC Application. We will specifically highlight some critical areas of the application, in addition to common problem areas that students may face

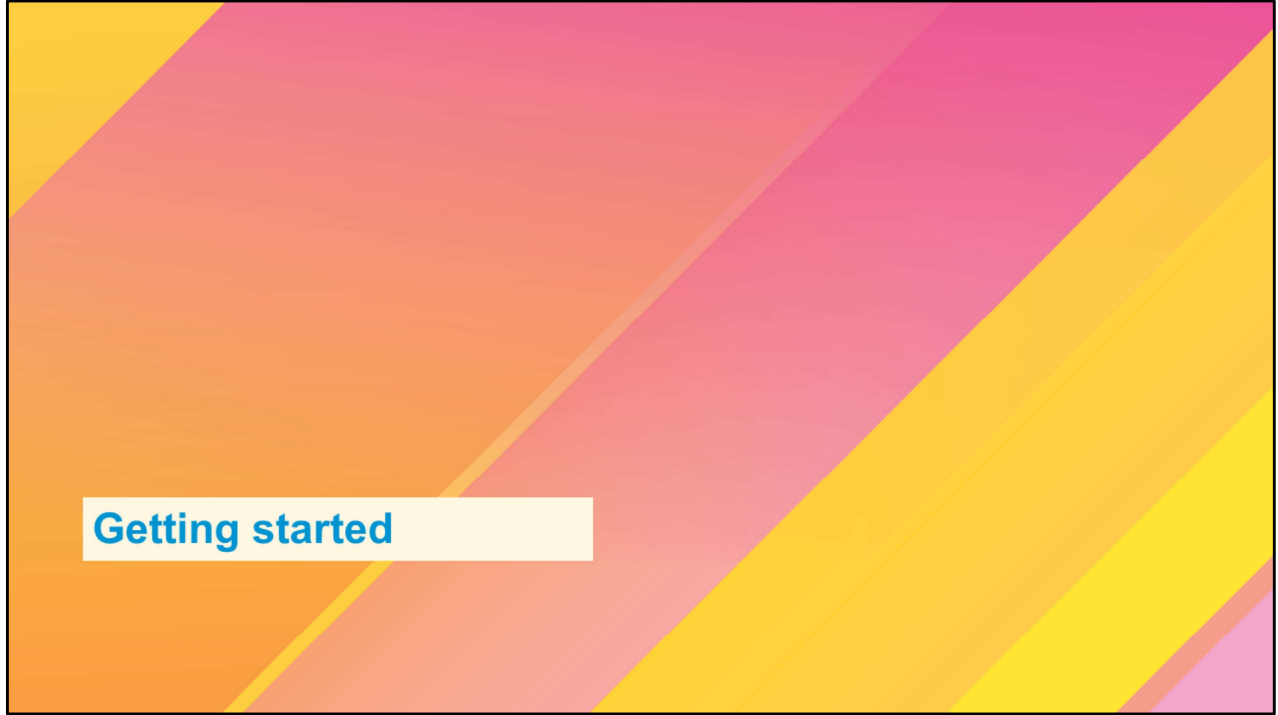
Agenda

- Getting started
- About you
- Academic history
- Test scores
- Activities & awards and PIQs
- Additional comments
- Review & submit
- Q&A



Notes

- We will touch on most sections of the UC Application, but this is not going to be a step-by-step breakdown of each question. Instead, we hope to do a more targeted overview of the application, making sure that we have time at the end to answer questions.



Notes

- Let's go over some preliminary information to get your students prepared for the UC application

Key dates & deadlines

- Fall admission
 - **August 1:** Access the UC application
 - **October 1–November 30:** Application filing period
 - **March 1-30:** UC decision release for fall '24 freshman applicants
 - **May 1:** Statement of Intent to Register (SIR) deadline

Notes

- Same dates & deadlines as last cycle! Every year, the UC Application opens on August 1st for students to begin working on the application, but the submission window is not until between October 1st and November 30th.
- The UCs do not have Early Decision or Early Action programs, so there's no advantage or disadvantage to apply earlier or later in the submission window.
- The UCs will release their initial admissions decisions for freshman applicants throughout the month of March. The specific dates for each campus vary from year to year.
- If admitted, students have until May 1st to decide if they would like to commit to a UC campus for Fall 2024.

Student checklist

- Unofficial transcript and/or academic record
- Household information
 - SSN, DACA SSN or ITIN if applicable
 - Household size & income
- Personal email when creating an account
- Forms of payment
 - 2023–2024: \$80 application fee**
(\$95 for international applicants)

Campuses & majors

Choose campuses

- UC Berkeley
- UC Davis
- UC Irvine
- UCLA
- UC Merced
- UC Riverside
- UC San Diego
- UC Santa Barbara
- UC Santa Cruz

Each UC campus has different strengths and unique environments. Applying to more than one campus will increase your chances of being admitted to UC and finding a campus that's right for you.

There is an application fee of \$80 per campus, which you'll pay once you submit your application.

You may qualify for a fee waiver which will allow you to apply up to four campuses for free. Make sure you've completed your family's income and size on the [Your household](#) page.

YOUR ESTIMATED COST: \$0

Save & continue

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Notes

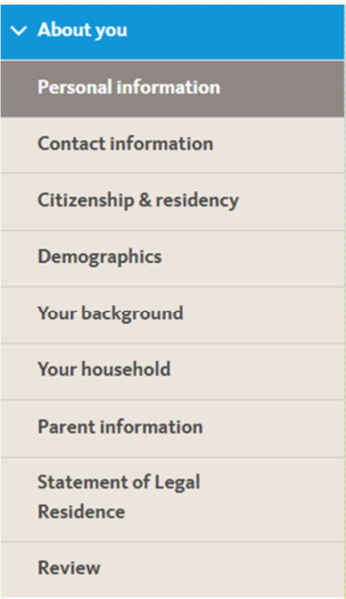
- Before they get started, we recommend advising students to be prepared with a few items that will help them complete the UC application.
- In general, the UCs do not ask for official transcripts at the time of application, unless specifically requested. However, we recommend encouraging students to collect an unofficial transcript or academic record to have next to them as they complete the application. This will be particularly helpful as they input information about their high schools attended and coursework completed. We expect accuracy!
- The UC application also asks for certain household information that some students may not know off the top of their heads. If you are hosting an advising session for students, it may be helpful to ask students to connect with their parents or guardians for this information, if possible. If they have one of the following, students will need their Social Security number, DACA Social Security number, or ITIN (Individual Taxpayer Identification Number), in addition to information about their living situation like parent details, household size, and annual income.
- When students are ready to create their account, please discourage students from using their school email to create their UC application account. This email will be used for communications from UC campuses, and we want to ensure that students will continue to have access to this email even after they graduate.
- When they are closer to submission, students also need to be ready with forms of payment for their application fees. One significant change in the UC application this year is the fee increase: CA & out-of-state domestic students will now pay \$80 per campus, and international applicants will pay \$95 per campus. These changes do not impact the in-application fee waiver.



Notes

- Let's go over some key areas of the first portion of the UC application: The "About you" section

The **About you** section sets the context for students' academic and non-academic lives, giving admissions officers more insight into their background and environment.



The image shows a vertical menu for the 'About you' section. The top item is 'About you' with a dropdown arrow, highlighted in blue. Below it are several menu items: 'Personal information', 'Contact information', 'Citizenship & residency', 'Demographics', 'Your background', 'Your household', 'Parent information', 'Statement of Legal Residence', and 'Review'. The background of the slide features a colorful geometric pattern in shades of pink, orange, and yellow.

▼ About you
Personal information
Contact information
Citizenship & residency
Demographics
Your background
Your household
Parent information
Statement of Legal Residence
Review

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Notes

- The purpose of the About You section is to give admission readers more context about students' lives, including any relevant information about their background and environment that may have impacted their experiences inside and outside of the classroom.
- While not every piece of information reported in this section can and will be used by admissions officers, we encourage students to complete this section as thoroughly and accurately as possible. Counselors- students may need to ask their parents or guardians for some of this information, if possible.

Contact information: Lived name

- Change of language from “preferred” name to “lived” name
- Used for communications from UC campuses

Do you have a lived name?

A lived or preferred name is a name you go by that is different than your legal name (for example, a middle name that you go by or a name that aligns with your gender identity). If you enter a lived name, we'll use it in most of our communications with you about the application, except when it's required for us to use your legal name.

No Yes

Lived first name *

Lived middle name

Lived Last / family / surname *

Notes

- Small change on the UC application: we now ask for “lived” name instead of “preferred” name to adhere to more inclusive language
- Students can also add their lived middle & last name as well, not just their first name!
- Except when a legal name is required, the UCs will use students’ lived name for communication purposes.

Demographics

- Not seen by admissions readers
- Used for reporting & programming purposes

Ethnicity / Ancestry

To help us understand the diverse racial and ethnic backgrounds of our students, please tell us which of the following groups best describes your background. Select all categories that apply to you. Remember, this information is used for statistical purposes only by UC, government agencies and researchers (not for admission purposes).

Gender and sexual orientation

We're committed to ensuring our campuses are welcoming to all students. As with all other demographic questions, providing your gender identity and sexual orientation is voluntary, optional, and not considered in admission decisions.


Any information you provide in this section will be used for statistical analysis and programmatic purposes only.

Notes

- The conversation around the use of race, gender, and sexual orientation has been prominent in the news cycle lately. Per CA Proposition 209 from 1996, however, the UCs cannot and have not been using these demographic factors, so the recent Supreme Court decision does not significantly impact our admissions practices.
- The UC application does ask students questions related to their identities, but the answers to these questions are simply used for statistical purposes, and sometimes to connect students to campus-specific programming. When reviewing applications, no admissions reader at any UC campus will have access to these answers.

Citizenship & residency: Undocumented & AB540 students

- Choose “No Selection” under Country of Citizenship
- Input SSN, ITIN or DACA SSN if applicable
 - Not required if a student has none of the above

About you
Citizenship & residency  * required

What is your country of citizenship? ⓘ

Country *

United States ▼

Do you have a U.S. Social Security number or an Individual Taxpayer Identification Number (ITIN)?

If you apply for financial aid, we use the Social Security number or ITIN you provide to match your application to your Free Application for Federal Student Aid (FAFSA) or California Dream Act application. See 'Help' for more information on the additional uses of the Social Security number.

No Yes

Notes

- Beyond demographics, students will also be asked about their citizenship status and residency for admissions purposes.
- If any of your students identify as undocumented or believe they might be eligible for AB540 status, please have them choose “No Selection” when asked about their country of citizenship under this portion of the About You section.
- If the student were to choose a country other than the United States, this may designate them as an international applicant and that has implications for their application fees and admissions review.
- Students that have a Social Security number, Individual Taxpayer Identification Number, or a DACA Social Security number should input that information under this section if applicable. Some of your students may have none of these numbers, and in that case, they can simply answer “No.”

Citizenship & residency: Native American identity

Are you an enrolled member of an American Indian or Alaska Native tribe (U.S.)?

No Yes

- Used to determine eligibility for the Native American Opportunity Plan
- Available for California resident applicants from federally recognized Native American, American Indian and/or Alaska Native tribes

Notes

- The citizenship & residency section will also ask students to specify if they are an enrolled member of a federally recognized Native American, American Indian or Alaska Native tribe.
- We want to take a moment here to highlight that this question starts students on the process of the Native American Opportunity Plan, which covers in-state tuition & fees for students who are a part of a federally recognized tribe. For students that answer “yes” to this question, the UCs will follow up with requests for more information. Students must be California residents for tuition purposes to qualify.
- Please see Financial Aid workshop for more information

Household information

- In-application fee waiver
 - Waives application fees for up to 4 UC campuses
 - Applicants must answer BOTH questions on household income & size

Do you live by yourself?

No Yes

What was your total income earned in 2022? ⓘ
(Include your spouse's income, if relevant)

We may use this information to help us determine if you're eligible for certain outreach programs, scholarships, and the application fee waiver. This information is not used for financial aid.

Income

\$.00

How many people were supported by this income? ⓘ

Number of people

Save & continue

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Notes

- The UC application also requests certain household information from students, another point where parents or guardians might be helpful in this process.
- Although not required, please encourage your students to answer these two questions on household income & size as accurately as possible. In order to be considered eligible for the automatic fee waiver within the UC application, students must answer these two questions. Our in-house application waiver will allow students to apply for up to 4 UC campuses without any associated fees.
- If students are deemed eligible, they will be notified in the “Campus & Majors” section of the UC application. They must accept the fee waiver before they submit their application, but more on that later.

Statement of Legal Residence

The following three requirements must be established more than 365 days immediately prior to the residence determination date:

- 1) Physical Presence - You and your parents must be physically present in California. If you moved to California primarily to attend the University of California or another school, you are ineligible for a Resident classification for tuition purposes.
- 2) Intent to remain in California - You and your parents must have established your intent to make California your permanent home and must have relinquished ties to any prior place of residence outside of California.
- 3) Immigration status - You and your parents must be citizens or permanent residents of the United States or be present under a valid I-94 for an eligible visa, and have held that immigration status.

Would you like to be evaluated for California residency for tuition purposes? *



Yes No

Save & continue

Notes

- A semi-new section within “About You” is the Statement of Legal Residence. These questions were added to the UC application last year during the 2022-2023 cycle; they allow students to potentially know their residency for tuition status before committing to a UC campus.
- Residency for tuition, not admissions purposes!
- If you are working with CA students, please make sure that they answer “yes” to the question asking if they would like to be evaluated for California residency for tuition purposes.
- For this section, “parent” must refer to natural or adoptive parents, not stepparents.

SLR: Undocumented & AB540 students

Applicants who do not satisfy all three parts may qualify for a Special Circumstance, Exemption, or Waiver provision (such as an [AB 540](#) ) nonresident supplemental tuition exemption) and will be asked to submit additional supplemental information at a future date. For further explanation, read the full [UC Residence Policy and Guidelines](#) .

Note: Undocumented students should use [these instructions](#)  for completing the SLR.

Notes

- If you are working with undocumented students, the application links to specific instructions to follow. You can find the instructions here: https://admission.universityofcalifornia.edu/counselors/_files/documents/slr-instructions-for-undocumented-students-august-2022.pdf.
- If you are working with AB 540 eligible students, they will be able to check a box specifying that they believe they qualify for the AB 540 tuition exemption under “Special Circumstances, Exemption, or Waiver provisions.” More information here: <https://admission.universityofcalifornia.edu/tuition-financial-aid/tuition-cost-of-attendance/ab-540-nonresident-tuition-exemption.html>



Academic history

Notes

- We recommend that students fill out the academic history section with an unofficial transcript or academic record next to them. However, students should not be submitting their transcripts with the UC application unless specifically requested.
- Please encourage students to fill out this section slowly and accurately. Not every UC campus will allow students to make edits to their academic history once the application has been submitted.

7th and 8th grade coursework

- Only high school-level mathematics and language other than English

Did you take any high school-level math courses in 7th or 8th grade?

No Yes Clear

You can select information about the course below. If you took more than one course in 7th or 8th grade, click the "Add another course" button. Remember, you should enter these courses only if you earned a grade of C or better.

Course name * Term period *

-- select -- -- select -- Delete

+ Add another course

Did you take any courses in a language other than English in 7th or 8th grade?

No Yes Clear

Notes

- Students should begin the academic history section by entering coursework completed during 7th and 8th grade. The only subjects that UC accepts from middle school are Mathematics and LOTE.
- Students do not need to enter the name of their middle school, but we encourage the high school to include the courses on their own transcripts to show that they are high school-level courses.

Adding high schools

- Students must enter all high schools attended
 - Check city & school code!
- **Online** high schools should also be added as “another high school attended”
 - Courses through online publishers must be on the student’s primary high school transcript

MOORPARK HIGH SCHOOL
MOORPARK, CA Delete Edit

School code:	052055
Specialized curriculum:	
Grading system:	A B C D F
Term system:	Semester
Attended:	August 2019 - June 2023
Grades attended:	
9th grade:	2019 - 2020
10th grade:	2020 - 2021
11th grade:	2021 - 2022
12th grade:	2022 - 2023
School you will graduate from:	Yes
Degree, diploma or certificate:	High/Secondary School Diploma
Date received or to be received:	June 2023

Add another high school I've finished adding high schools

Notes

- It is important for students to enter all high schools attended on the application for every year of attendance.
- Applicants can check for accuracy when entering the school by checking the city and corresponding school code.
- If an online course was taken at an online high school, the high school should be added as another high school attended. If the online course is completed through an online publisher, principal certification is required which means the course must be reported on the high school transcript with credits and letter grades.
 - Principal certification is a process by which a student’s current high school can review coursework completed through a US institution, organization, or program without an A-G course list. The principal of the student’s current/home high school must certify that the course taken is comparable to college-preparatory courses offered at the high school. UC faculty expects that such ‘certification’ follows a careful review of the course curriculum and/or testing of ability level by qualified school/district personnel. The principal designates certification by granting permission for the course to be listed on the student’s official transcript.

Terms and grading systems

- Specify term types & grading systems
 - Term type = number of final grades per year
 - Students may enter multiple systems for the same school

What is this school's grading system? *

A B C D F

0-100 (U.S.)

1-7 Int'l Bacc

Other


What is this school's term system? *

Full year (1 final grade per year)

Semester (2 final grades per year)

Trimester (3 final grades per year)

Quarter (4 final grades per year)



Notes

- Another important indication is to enter the correct term types & grading systems that correspond to each school. For example, some schools utilize a semester system, while other schools may be on a trimester or quarter system.
 - It's best for students to look at the number of final grades received per year to determine what type of term system the school follows. Some schools may say they are on trimesters, but, in fact, only award two grades per year because they are on a block system. In this case it would be important for the student to select "semester" rather than "trimester" for that school to ensure they get full A-G credit for their courses.
- Multiple term types and grading systems can be added for the same school, if, for example, your school has changed their system over the course of a student's attendance.
 - If multiple term types, as the student inputs their classes, the UC application will then prompt them to specify the term type for each class in order to input grades correctly.

Entering coursework

- Students should self-report course titles & grades for ALL **academic** coursework completed, in progress or planned
 - Include non-passing grades
- Examples of non-academic coursework:
 - Physical Education
 - Leadership/ASB
 - Teaching Assistant
 - Driver's Education
- P/NP or CR/NC grading is acceptable for A-G courses taken between winter 2020–summer 2021 only

Notes

- Students will then proceed to self-report high school coursework beginning with the 9th grade and proceed with the following academic year throughout the application.
- It is imperative to enter all academic coursework and grades earned. If a course was repeated where a poor grade was initially earned and a better grade was received by repeating the course, both attempts and grades must accurately be reported on the application.
- We ask that students report all academic coursework that they have completed, or that they plan to complete during their final year of high school. Senior year should not be left blank even though the student does not yet have grades for their courses.
- Non-academic coursework should not be reported in this portion of the UC application. These may include classes like PE, Leadership, TA, test prep, ROTC, Driver's Ed, etc. However, students can report these courses in their Activities & Awards section should they feel it's important to disclose.
- Our pandemic term grading policy is still in place. While A-G courses normally require a letter grade, we do allow P or CR grades for courses taken between Winter 2020-Summer 2021.

Entering coursework (CA residents)

- A-G courses at most California high schools will appear on a drop-down list
 - Honors code is already designated
- Select “NO” for grades in one-term classes

11th History/Social Science	
Course Name	Honors Type
<input type="checkbox"/> AP European History (AP)	AP
<input type="checkbox"/> AP Government and Politics United States (AP)	AP
<input type="checkbox"/> AP United States History (AP)	AP
<input type="checkbox"/> Agricultural Government Policy	NH
<input type="checkbox"/> American Government CP	NH
<input type="checkbox"/> Principles of American Democracy	NH
<input checked="" type="checkbox"/> U.S. History	NH
Grade 1: A	Grade 2: PS
<input type="checkbox"/> World Culture	NH
<input type="checkbox"/> a-g U.S. History	NH
<input type="checkbox"/> a-g World History	NH

Notes

- If you are working with students at California high schools, their A-G courses may appear on a drop-down menu for students to select. This includes their course title & the corresponding Honors code. As a reminder, not every “honors” course at CA high schools are deemed UC-approved honors courses, so there may be some discrepancies between what students see on the application versus on their transcripts.
- Students should enter their grades as they see on their transcripts, but you may remind them that the UC Application does not use “plus” or “minus” grades. For courses that students only took for one term (i.e., an Economics class taken for one semester), students can put “NO” for the grade under the term where they did not take the class.
- “IP” or “PL” will only populate for their courses during their 12th grade year.

Entering coursework (non-CA residents)

- Self-assign subject area
- Report course name, grades and honors code as they appear on a student's transcript

2021 - 2022 academic year

Subject Area/Course Category: Civics/American Governme... ▾

Course Name: AP US Government

Honor Type: AP ▾

Grade 1: -- ▾

Grade 2: -- ▾

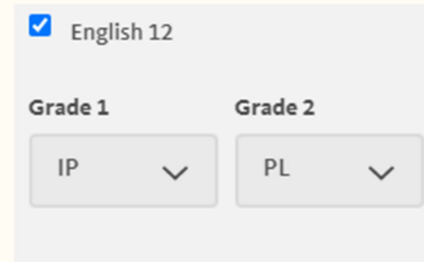
Clear

Notes

- Students at a high school without a pre-approved A-G course list (all non-CA schools) will not see a drop-down list of classes on the UC application. Instead, they will manually self-report their courses as they see them on their transcripts, including self-assigning a subject area to the course.
- For high schools not in CA, the honors code displays as "Honors level" rather than "UC-approved honors level."
- Students should utilize unofficial transcripts when entering coursework to ensure courses are indicated accurately. This includes providing correct AP/IB Honors level coursework.
- For any CA student who does not see their courses in the drop-down in the UC Application, they should follow these same steps.

Entering senior year coursework

- Students must report in-progress and planned coursework for 12th grade
 - Unless they have taken a gap year, they are unlikely to have senior year grades to report



A screenshot of a web form for entering coursework. At the top, there is a checked checkbox labeled "English 12". Below this, there are two columns: "Grade 1" and "Grade 2". Under "Grade 1", there is a dropdown menu with "IP" selected. Under "Grade 2", there is a dropdown menu with "PL" selected.

Notes

- When students enter coursework, they should not leave the 12th year blank; doing so may result in denial of admission. It is important to indicate courses that are in progress or planned to be completed.
 - IP = In progress; PL = Planned
 - UC campuses may not allow for updates to senior year grades.

Entering coursework if graduating early

- Advise students to work backwards
 - Enter their final year of coursework under “12th grade”
- Students can leave the 9th grade blank to allow for two years to be included in the GPA calculation
- Justify missing year in Additional Comments
- Note: A-G requirements don’t change!

Notes

- For students who plan to graduate early, they will want to “work backwards” when inputting their grades and coursework. If they are graduating in their junior year, for example, they should enter grades & coursework for their junior year as 12th grade. This will trigger the “PL” and “IP” options for their grades.
- Their 10th grade year will then be input as their 11th grade on the UC application, and so on.
- They should explain the missing year of coursework in the Additional Comments section with a simple note that they are graduating early.
- As a reminder, A-G requirements are not adjusted for students who graduate early (they may have to double up on subjects like English)

Entering summer coursework

- UC considers summer as the last term in the academic year.
- For summer classes taken before 9th grade:
 - Adjust dates of attendance for institution
 - Input coursework in Fall of 9th grade
 - Add note in Additional Comments

Notes

- If a course is taken during Summer, the course must be indicated on the application as being completed during the Summer of the corresponding academic year. Therefore, summer coursework gets attached to the previous academic year.
 - Make sure to check the box “I took summer courses after this grade.”
- For summer classes taken before 9th grade, the UC application does not have a specific input. So, students should complete the following steps:
 - Make sure that their dates of attendance for the institution where summer classes were taken are adjusted to include the summer months.
 - When entering 9th grade fall courses, include the courses from the summer before 9th grade.
 - Add an explanation in the Additional Comments section: “I took {x} classes in the summer before 9th grade at {x} institution. Due to limitations of the UC application, I have entered these classes in the fall term of 9th grade.”
- **IMPORTANT: Except for Math and LOTE, UC will not accept any other A-G coursework completed prior to the summer before 9th grade.**

Entering summer coursework cont.

- For high schools where students ONLY took summer coursework:
 - Mark the dates of attendance
 - Select the “summer” box
 - Skip entering the academic year grades
 - Add note in Additional Comments

When did you attend this high school? *

Start date: July 2020

End date: August 2020

What grades did you attend this high school? *

Grade * 9th Academic Year selection * 2019 - 2020 I took summer courses after this grade

Notes

- Students may have questions about taking classes at a particular institution only during the summer. For example, perhaps they took courses at an online high school only during the summer. There are a few steps they should follow to avoid errors in the UC application:
 - Add the high school as an additional school attended
 - Mark the dates of attendance only over the summer
 - Select the box designating “I took summer courses after this grade”
 - When inputting their coursework for that grade, the UC application will ask them to input coursework for the academic year and the summer. Leave the academic year blank. They may receive a warning notification that they need to input courses for the academic year, but they should press “skip this page for now.”
 - Add a note in the Additional Comments that they have no academic year grades to report because “they only took summer courses at [x] high school.”

Entering college coursework

- Students should include ALL college courses, including those taken on a HS campus and/or on their HS transcript
- Dual enrollment courses are college courses!

DIABLO VALLEY COLLEGE
ALL LOCATIONS, CA
College Code: 004295-3

When did you attend this college? *

Start date: Month * Year *
End date: Month * Year *

During which grades and terms did you attend this college? *

Grade: -- Fall Winter Spring Summer
Add another grade

What is this college's grading system? *

ABCDF Other

Notes

- Dual enrollment is when a student is concurrently enrolled in college coursework while attending high school.
- If a student has taken coursework at the college level while attending high school, it is necessary to include the college institution where the coursework is being completed as well as the detailed course information. Include the term for the course being completed that corresponds with the academic year being completed during high school.
- Even if their college class was on their HS campus or their HS transcript, students must still report college classes in this section of Academic History.
- If admitted, students must submit an official college transcript to the campus where they intend to enroll; UC will not accept college courses from a high school transcript.



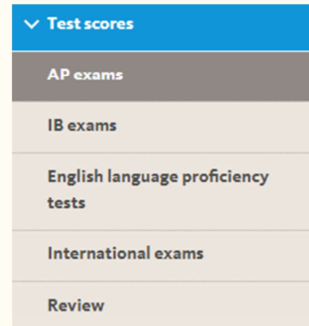
Test scores

Talking Points:

- Next, we'll discuss some tips and updates for the Test Scores section of the UC application.

SAT/ACT scores

- UC will **NOT** consider SAT or ACT scores for admissions or scholarship decisions
- *Students can no longer report Subject Tests in the initial application*
 - Students can report SAT, ACT and SAT Subject Test **AFTER** they submit



A screenshot of a web application menu for test scores. The menu is a vertical list of items, each in a light gray box with a thin border. The top item is 'Test scores' in a blue box with a white downward arrow. Below it are 'AP exams', 'IB exams', 'English language proficiency tests', 'International exams', and 'Review', all in light gray boxes.

▼ Test scores
AP exams
IB exams
English language proficiency tests
International exams
Review

Notes

- As you may know, the UCs are test free. We do not consider SAT or ACT scores for any scholarship or admissions purposes.
- New this year, students can no longer report SAT Subject Tests on their initial application; the tab for Subject Tests has been removed.
- Students may still update their applications with SAT, ACT, or SAT Subject Test scores after they initially submit, but these scores will only be used for fulfilling minimum eligibility requirements such as A-G or for course placement once the student enrolls at a UC campus.
- Image: what it looks like on the side of the application menu – notice how there is no section for SAT or ACT scores.

AP, IB and international exams

- All scores are self-reported on the UC Application
 - Students will be asked to send official scores for any exams reported on their application

Is this exam completed or planned? *

Completed Planned

When did you take this exam? *

Month * Year *

May 2023

Which exam did you take? *

AP exam *

Calculus AB

Have you received your score yet? *

Yes No

What was your score? *

Notes

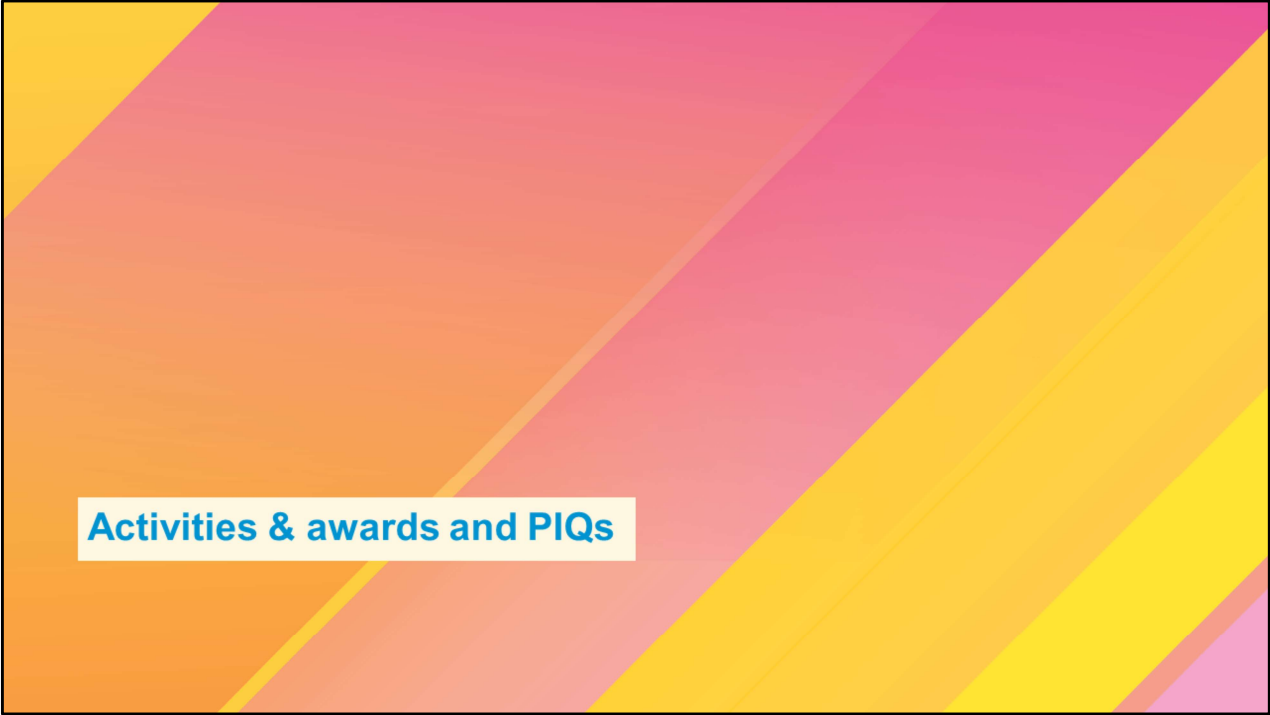
- Self-report scores and planned exams on the UC application
- The scores are self-reported, but the student will be asked to send official scores to the campus where they plan to enroll in when we finalize their application. Official scores need not be sent until after a student submits their Statement of Intent to Register.

English proficiency tests

TOEFL	Test of English as a Foreign Language: Internet-based test (iBT) or iBT Home Edition, or iBT Paper Edition	Score of 80 or higher
IELTS	International English Language Testing System	Score of 6.5 or higher
DET	Duolingo English Test	Score of 115 or higher
ACT	English Language Arts (ELA)	Score of 24 or higher
SAT	Writing and Language section	Score of 31 or higher
AP	English Language & Comp / English Literature & Comp	Score of 3, 4, or 5
IB-SL	English (Language A only)	Score of 6 or 7
IB-HL		Score of 5, 6, or 7

Notes

- Students who have completed all of their secondary school in a country where English is not the Language of Instruction and students who have had less than three years of instruction in English will need to demonstrate English proficiency
- New this year- students can now report more than one ELP test. Campuses will use the scores that best serve the student.
- Students can report tests that are planned and/or have already been completed. For planned tests, students may update scores after submission.
- SAT or ACT scores can be used in place of ELP tests
- Can find all of this on the UC admissions website.



Activities & awards and PIQs

Notes

- Other presentation groups will be going into depth about these sections, and we encourage you to attend or watch the recording of those sessions: Activities & Awards and PIQs
- Activities & awards act like a student's resume (although we do not accept external documents like resumes)

Activities & awards

- Awards & honors
- Educational prep programs
- Extracurricular activities
- Other coursework
- Volunteering
- Work experience

Description of categories

Award or honor: We want to know about the awards and honors you've received that mean the most to you.

Educational preparation programs: Any programs or activities that have enriched your academic experiences or helped you prepare for college. ⓘ

Extracurricular activity: These could include hobbies, clubs, sports or anything else you haven't had the chance to tell us about.

Other coursework: These are courses other than those required for UC admission (courses that do not fit in UC's A-G subject areas). ⓘ

Volunteering / Community service: These are activities you've donated time and effort to without getting paid.

Work experience: This is for telling us about any paid jobs or paid internships you've had. ⓘ

Activity/Award [1]

Category*

-- select --
▼

UNIVERSITY OF CALIFORNIA
COUNSELOR
CONFERENCE

Notes

- Students can list up to 20 different activities and awards; no limit on how many per category within that 20
- For those non-academic classes, students may list them here if they feel that they are relevant to their experiences
- Remind students not to leave this section blank! This section is important for students to fill out as it provides more context into the students' overall experiences. It is part of the non-academic factors that are considered in our comprehensive review process.

Personal Insight Questions (PIQs)

- Opportunity to add further context & clarity
- Draft responses on an external document

The screenshot shows the UC Personal Insight Questions (PIQ) application interface. At the top, it says "Personal insight" and "Personal insight questions" with a question mark icon. Below this, there is a section titled "Please respond to any 4 of the 8 questions below." and another section titled "Personal insight questions" with a sub-header "Want a copy of the personal insight questions emailed to you? It's a good idea to work on these before you enter them in the application." and a button labeled "Email questions".

- The PIQs are another important aspect of the UC comprehensive review process. PIQs can add further context, clarity, and depth to other portions of a student's application.
- Advise students to draft their PIQ responses in an external document due to the 20-minute timer within the application; we don't want students to lose their progress! Students can email the questions to themselves.
- Please attend or watch the recording of the UC Counselor Conference PIQ session for more information.

Note: In compliance with prop 209, UC does not use race, ethnicity, and gender in the admissions review. In light of the Supreme Court decision regarding affirmative action, we wish to remind everyone that each PIQ answer will continue to be reviewed in the same manner as before. Students should continue to share their experiences, set context to their accomplishments and provide insight into their individual circumstances. Writing in their own voice about their cultural identity, values, and/or beliefs continues to be encouraged in the PIQs.

We know that our students are already using or experimenting with ChatGPT and other AI tools. Here are some initial thoughts about this from our Directors.

- First off, we believe that this may be a useful tool in planning and drafting a response to the PIQ's. It could be helpful in brainstorming and refining ideas. Some Directors noted that the tool could be a helpful collaborator and may even level the playing field for those students who cannot afford the paid consultants that some students use.
- However, the Statement of Application Integrity reads that "all information must be complete, accurate and reflect their independent thinking and writing." One danger of submitting an unedited AI response is that this might be flagged for plagiarism. <https://apply.universityofcalifornia.edu/docs/StatementOfIntegrity.pdf>
- Another concern is that AI tools are unable to provide the things that add the most value to the UC application: a student's own voice and a student's own experiences. How much value will we find in 350 words on leadership or resiliency or creativity that don't directly address a student's own experiences?
- Finally, we ask students to write in clear, simple, direct prose---as they would in an interview or conversation. This should ease a student's concern about *needing* to use some sort of AI tool to help write their response. It may take more time to build a good ChatGPT prompt than to write a clear PIQ response.



Additional comments

Notes

- We've mentioned the Additional Comments sections a few times throughout this presentation, but let's go more in depth on how to best advise your students on how to use these sections.

What & where

Additional comments are optional sections of the application, where a student can share further information not reported elsewhere

Two sections for Additional Comments:

- Academic history
 - 550-character limit
- Personal insight questions
 - 550-word limit

Notes

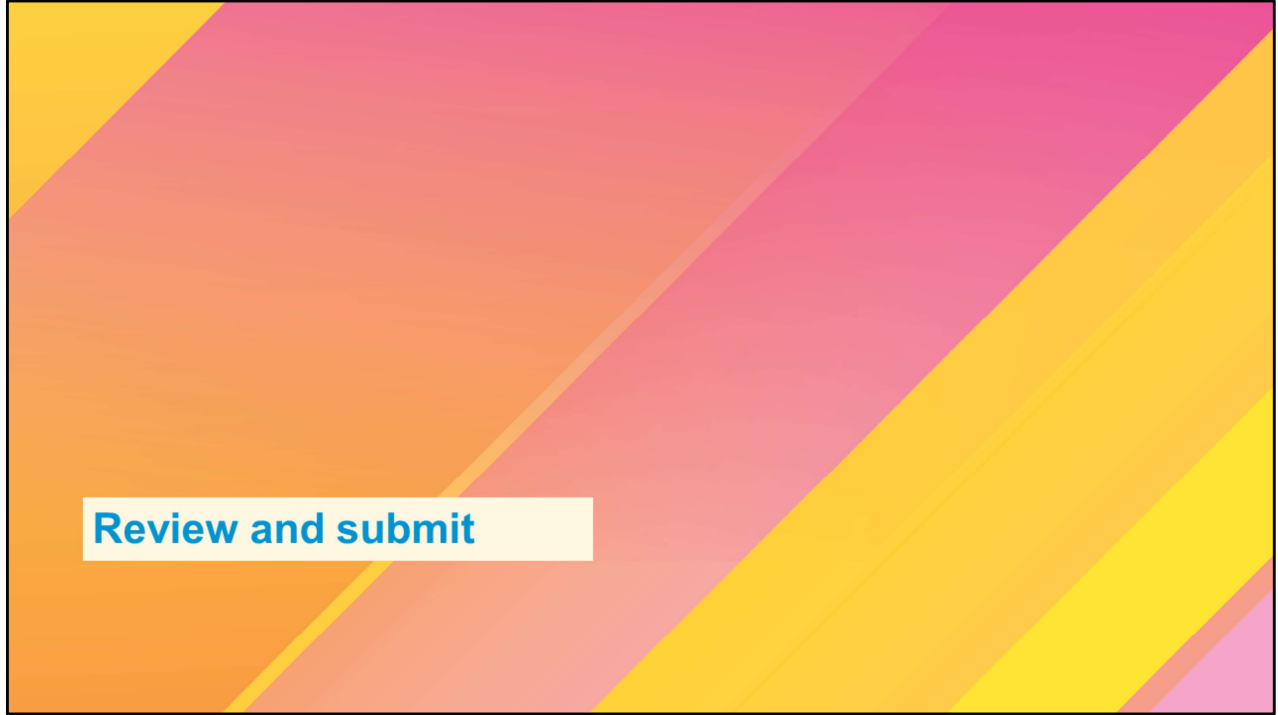
- The 2 Additional Comments sections are opportunities for students to share more information that they were not able to include elsewhere in the UC application. These sections are completely optional, and students will not be disadvantaged if they leave these sections blank.
- You can find Additional Comments at 2 points in the application:
 - After reporting Academic History- “If there's anything else you want us to know about your academic history, you can do so in the space below. But remember, you should use this space only if you want to describe anything that you have not had the opportunity to include elsewhere in this section (for example: a break in attendance, poor grades in a particular course or year, specific information about your school environment or policies that affect your academic record or choices for classes).”
 - After writing their PIQs- “If there's anything else you want us to know about you, now's your chance. But remember, you should use this space only if you want to describe anything that you have not had the opportunity to include elsewhere in the application. This shouldn't be an essay, but rather a place to explain unusual personal or family circumstances, or anything that may be unclear in other parts of the application.”

What to include

- Examples of what to include in additional comments:
 - Explain extenuating circumstances that may have affected their grades or extracurricular activities
 - Provide more context, clarification, or explanation for specific courses or extracurriculars, gaps in education or if a student would like to share more information about the school environment
 - Provide more context about home environment, commute times from home to school, etc.
- The additional comments sections are **NOT**:
 - An additional or continued PIQ response
 - A place to share links to websites or portfolios

Notes

- We've discussed earlier that students can use the Additional Comments section to explain their academic history in light of limitations of the UC application.
- Some additional examples include (but are not limited to): explaining circumstances in a student's life that may have impacted their academic or extracurricular performance, clarify any unique facets of their school environment or curriculum, or provide more context about their home environment such as lack of access to certain resources, longer commute times, and more.
- Students should not continue a PIQ response or answer an additional question in the academic comments section. They also should not include any external links, as admissions readers will not open or view them.



Talking Points:

- Tips and reminders as students are preparing to submit their application

Review before submitting

Fall quarter/semester 2024

> Expand all Print version

> About you	✓
> Campuses & majors	✓
> Academic history	✓
> Test scores	✓
> Activities & awards	✓
> Scholarships & programs	✓
> Personal insight	✓

Start submission

- This is the last page students will visit before they start submitting the application
- If there are remaining items to complete, they will see a note that says “To-Do” next to that specific section

Notes

- After every section AND at the very end of the UC application, students will be prompted to review all reported information. Please remind students to proofread and ensure accuracy!
- Make sure that they see a checkmark next to each section, and if they don't, they complete any remaining “To-Do” questions.
- Not every UC campus will allow application updates to academic history, activities & awards, PIQs, etc. after submission.

Subject requirement checklist

Subject	Number of missing requirements
History / Social sciences	0
English	0
Mathematics	0
Science	0
Language other than English	0
Visual and performing arts	0
College-prep electives	0

You've met all the subject requirements.

- Students will confirm their academic information & A-G completion
- The submission pages will also ask if they would like to share their application information with certain people or groups (e.g., scholarship agencies, parents/guardians, counselors, etc.)

Notes

- Students will see a confirmation of whether or not they have met their A-G subject requirements. If there are any non-zeroes, make sure your student is aware of the reason for any discrepancies. They can add additional test scores after submitting the application to resolve some of these missing requirements. Applicants must acknowledge the missing requirements before moving forward.
- Later submission pages may ask applicants to confirm whether or not they want to give permission for UC campuses to release some of their application information to particular groups. As a reminder, the UCs cannot share applicant information with counselors if the student has not given permission.

Statement of Integrity

I certify that my application and all information submitted during the admission process – including my academic record, personal statement, awards, activities, and supporting materials – are my own work, factually true and correct, and honestly presented. I understand that I am responsible for the accuracy of the application and that the University of California may verify the information.

I further understand that withholding information or giving false information or other misconduct prior to enrollment as described in the [UC Policy on Student Conduct and Discipline](#) and [UC Policy on Sexual Violence and Sexual Harassment](#) may be cause for denial of admission, withdrawal of an admission offer, registration cancellation, expulsion, or revocation of a University of California degree.

- Electronic signature and Statement of Integrity acknowledgements are required for application submission
- Inaccurate, falsified or plagiarized information may result in a cancelled application

Notes

- In order to submit their application, students must acknowledge that their reported information is accurate and their own work. Please remind students that withholding information or plagiarizing/falsifying any parts of the application may result in their application being cancelled by the University of California.
- All information is subject to verification requests by the UC.

Payment

- Fee waiver automatically calculated for eligible students
 - MUST accept the fee waiver
- Can pay by credit card or check via mail

Billing summary

Please review your campus selections and application fees below.

The application fee is \$80.00 for each UC campus.

Selected campus	Fee
Berkeley	\$ 80.00
Irvine	\$ 80.00
Los Angeles	\$ 80.00
Riverside	\$ 80.00
Santa Cruz	\$ 80.00
Total due	\$ 400.00

Fee waiver

You've qualified for a UC application fee waiver.

The fee waiver allows you to apply to up to four campuses for free.

Would you like to accept the fee waiver? *

Yes No

Notes

- Students must agree to a form of payment before submitting (either immediately by credit card or via mail by check).
- Please remind students that they must accept the fee waiver when prompted in order to apply to up to 4 campuses for free.
- UC will also accept fee waivers from College Board, SAT and NACAC.
 - If students are submitting an external fee waiver, they should choose the pay by check option and mail-in the fee waiver for payment.
 - Students cannot combine multiple fee waivers for more than four campuses.

After submission

- Students will see submission confirmation
 - Can view and print the entire application including a receipt for payments.
- Remind students to save their **UC application ID number**
 - Used to access the various campus student portals and, in many cases, to access admission decisions.
- Students can log back into the UC application after submission to view application status & update *certain* portions of the application

Talking Points:

- The final page of their submission process will be a confirmation. They may then print a copy of their application and receipt
- Please remind students to save their UC application ID number in a safe place, as they may use it to access UC campus portals.
- The UC application will send a confirmation email, but individual UC campuses may not reach out for several weeks.
- After submission, students are welcome to log back into the UC application to view their application status. They will also be able to view their application, add a campus (if still accepting applications), and update personal information and test scores.
 - Students should reach out to individual UC campuses if they wish to update or change other information such as academic history.

Application resources

Getting help

If you have questions, please contact the application helpdesk:

ucinfo@applyucsupport.net

Or call the UC Application Center:

Within the U.S.: (800) 207-1710

Outside the U.S.: (925) 298-6856

Helpdesk hours:

Monday – Friday: 10am – 6pm PST

Saturday & Sunday: Closed

November & December hours:

November 1-17: Monday – Friday, 8 a.m. – 6 p.m. PST

November 20-22: 8 a.m. – 10 p.m. PST

November 24-26: 8 a.m. – 10 p.m. PST

November 27-28: 8 a.m. – 11 p.m. PST

November 29-30: 7 a.m. – midnight PST

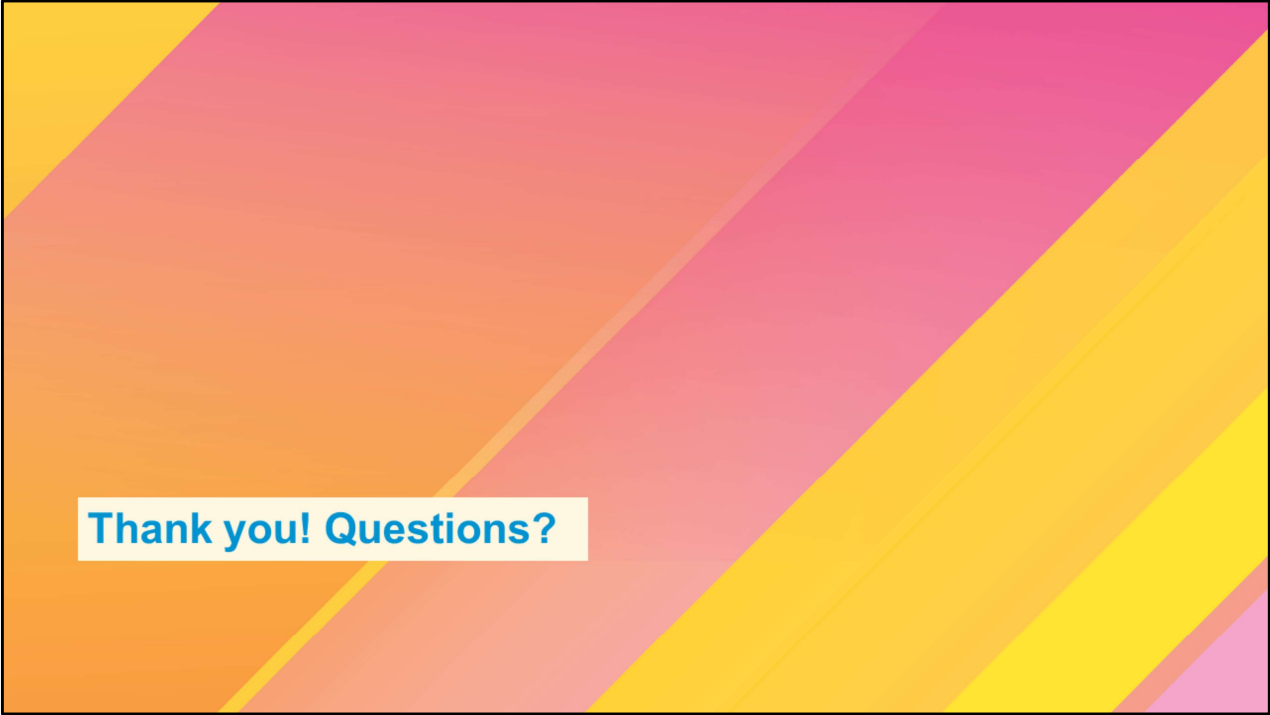
December 1: 8 a.m. – 6 p.m. PST

Closed on the following holidays:

Nov. 23, Dec. 25 & Jan. 1

Notes

- Contact the UC Application Help Desk for technical questions on the UC application.
- Individual campus admissions officers can also serve as a resource.



Thank you! Questions?