**Application timeline**

<table>
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<tr>
<th>Date/Deadline</th>
<th>Task</th>
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<tbody>
<tr>
<td>August 1</td>
<td>UC application opens</td>
</tr>
<tr>
<td>November 1-30</td>
<td>Submit UC application online</td>
</tr>
<tr>
<td>December</td>
<td>Last acceptable test date (SAT with Essay, ACT with Writing, TOEFL, IELTS); self-report December test results</td>
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<tr>
<td>January</td>
<td>Order official test results</td>
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<tr>
<td>February-March</td>
<td>Notification of admission decisions</td>
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<tr>
<td>May 1</td>
<td>Statement of Intent to Register (SIR) deadline</td>
</tr>
<tr>
<td>May-June</td>
<td>Waitlist admission notification</td>
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- **Fall Admission Application:** Opens August 1. For other terms (winter/spring) go to: [https://admission.universityofcalifornia.edu/how-to-apply/dates-deadlines/](https://admission.universityofcalifornia.edu/how-to-apply/dates-deadlines/)

- **Application Submission:** between November 1 and 30. Applicants must meet the deadline; late applications are rarely accepted.

- **December Test Scores:** For ACT with Writing and/or the SAT with Essay tests (or SAT Subject Tests) exams completed in December, applicants must first self-report the test results by logging back into their submitted application as soon as scores are received. Official December test scores must be sent to one UC campus as soon as the scores are available; scores will be shared with all campuses to which the student applied. Official AP/IB test scores are not required until after the student submits the Statement of Intent to Register at the campus at which they intend to enroll.

- **Admission Decisions:** Campuses may begin to admit students as early as February 1, but most students will receive notification of admission via the campus' applicant portal during the month of March.

- **Waitlist Offers:** Some students may receive an offer to be placed on a waitlist at one or more campuses. If a waitlist offer is extended, applicants must respond by the stated deadline. UC campuses very rarely make exceptions for a late response.

- **Guarantee of Admission:** In mid-April, applicants who were identified as being in the Top 9% Statewide or Top 9% Local Context (ELC) and met/will meet all admission requirements, but were not offered admission to any campus at which they applied, will be sent an email message if another campus has space available to offer them a place. Guaranteed admission is only for California resident students in California high schools.

- **Statement of Intent to Register:** May 1 is the deadline to submit the Statement of Intent to Register (SIR) (accept an offer of admission) to ONLY ONE UC campus for all freshman admits who received an offer by April 1. Admit offers received after April 1 will include a corresponding SIR deadline. The SIR deposit is $250.

- **Waitlist Decisions:** Early May to early July, campuses will notify applicants who accepted a place on the waitlist of the final decision on their application.
• Begin preparing for the application now – don’t wait until November.

• Students should research the campuses now and apply broadly across the system.
  • Learn about the majors offered and all the types of courses needed to earn the UC degree to be fully informed about graduation requirements and plan how long it may take to graduate.
  • Some majors have different names across the system, and may be located in different departments.
  • List of majors by disciplines across all nine UC campuses: https://admission.universityofcalifornia.edu/counselors/files/undergraduate_majors_list.pdf
  • Some majors are not open to freshmen applicants, or for every term.

• Gather materials that will be needed: transcripts/academic records, list of current and planned courses, test scores, awards and honors, volunteer program timelines and hours, employment timeline and hours, etc.

• Responses to the personal insight questions are important.
  • Write responses early; refer to UC’s online resources for writing tips, a worksheet, and a video to help get started.
Students must thoroughly complete all sections of the application and do so accurately. This is the student’s opportunity to tell the admission staff about personal details that make each applicant unique.

Begin by reading the **Statement of Application Integrity**. Click on the link on the log-in page for the application, or go to: [https://admissions.universityofcalifornia.edu/docs/StatementOfIntegrity.pdf](https://admissions.universityofcalifornia.edu/docs/StatementOfIntegrity.pdf)

**Accuracy of Details:**

- **Academic History**: MUST be accurately reported—all enrollment, every school/college, all courses and grades (even/especially if a course was repeated). If a student accepts an offer of admission, UC requires official academic records to verify the information reported.

- **“Additional Comments”** box in the Academic History section can be used to provide detailed information or explanations about specific academic issues – declining grades, course selection issues, etc.

- **Examination scores**: Report results for exams already completed and dates for planned exams (including A-Levels).

- **Activities/Awards**: Applicants should not exaggerate or fabricate awards or activities because the information submitted is subject to verification.
  - In fact, UC does verify information that students report on the application. It is critical that students do not misrepresent or falsify information, as this is a serious offense and will result in serious consequences. Honesty is the best policy.
Every UC campus requires students to meet minimum UC eligibility, which includes meeting all A-G subject requirements, having at least a 3.0 UC GPA for California residents and 3.4 for non-residents, and submitting scores from the SAT with Essay or ACT with Writing. Students should be sure to enter their academic information accurately on the application using an unofficial transcript.

For more information on A-G subject requirements: https://admission.universityofcalifornia.edu/admission-requirements/freshman-requirements/subject-requirement-a-g.html
For more information on the GPA requirement: https://admission.universityofcalifornia.edu/admission-requirements/freshman-requirements/gpa-requirement.html
For more information on the Exam requirement: https://admission.universityofcalifornia.edu/admission-requirements/freshman-requirements/exam-requirement/
Campuses use multiple factors when selecting students. The way in which campuses select students varies, and it is to the student’s advantage to include as much information as possible on the application. Admission representatives want to know about the experiences, accomplishments, and challenges of every applicant.

Students should feel free to discuss their roles and responsibilities at work or in community service, share their stories in their PIQ responses, and talk about their educational journey. This is because every student is considered in the context of their own environment which includes, but is not limited to, school, family and geographic region. Students are also considered within the context of the applicant pool for each campus.

Each campus will complete their own individual review of the application independently of one another, which means that they’re going to review the information in the application and select students without asking what the other campuses have decided. San Diego will not call Irvine and ask if they have admitted a certain student. Each campus selects students independently.
In general, campuses are looking for well qualified students who have taken advantage of the educational opportunities presented to them both inside and outside of the classroom.

The 14 faculty-approved comprehensive review criteria are:

- Grade-Point Average
- Test Scores
- Courses Completed/Planned
- Honors Courses
- Top 9% Local Context (ELC)
- Quality of Senior-Year Program of Study
- Academic Opportunities in California High Schools
- Performance in Academic Subject Areas
- Achievements in Special Projects
- Improvement in Academic Performance
- Special Talents, Achievements, and Awards
- Participation in Educational Preparation Programs
- Academic Accomplishment Within Life Experiences
- Geographic Location

Campuses will also look at a student’s achievement within the context of their educational environment and the resources and opportunities that were available to them. This is found in a number of areas of the application, not just in responses to the personal insight questions.

For more information on comprehensive review, please see: https://admission.universityofcalifornia.edu/counselors/freshman/comprehensive-review/
**Browser recommendations**
The UC online application functions with the following browser versions: Microsoft Edge, Firefox v26 or newer, Internet Explorer 11, Chrome 31 or newer, and Safari 10 or newer.

**JavaScript and cookies**
Our application uses JavaScript web page functionality and requires cookies. Please make sure JavaScript and cookies are enabled on your browser.

**Security**
Because it's important to protect the information you provide, the online application is extremely secure — so secure, in fact, that older browsers are not equipped to handle our level of encryption. Please download one of the browser versions listed above to ensure maximum security.

**Responsive**
This year the application is mobile friendly so you can use your tablets and other devices.

**20-minute timeout for security**
After 20 minutes of inactivity, the system will time out.

**Character counts**
All descriptions and PIQ responses have character counts to show remaining available space.

**Save and Continue**
In order not to timeout, you will need to click save and continue. If you do not, any information you’ve entered since the last save will be lost.
This is a screen shot of what students will see when selecting the term of application. Merced and Berkeley are on the semester system, all other campuses are on the quarter system.
Create Your Account

- New users must enter a unique e-mail address and password
- Students should use an email account they will check AFTER graduation as well (preferably not a school email address)
- Applicants will use this same account if they apply again in the future
- If the student’s family has multiple applicants or has future applicants, different e-mail addresses must be used for each applicant
- Passwords must be at least eight characters (and must include a combination of uppercase and lowercase letters, numbers, and symbols/special characters)
- Create a secret question/answer combination that will be easily remembered
- Be sure to keep login information safe
- Once “Create a New Account” is complete, an e-mail confirming the start of your application will be sent
- Campuses use e-mail to send critical, time-sensitive correspondence to applicants, so provide an e-mail address that is checked regularly and will be kept until enrolling in college
- Remember to adjust e-mail filters to accept mail from UC addresses

Review

- Statement of Integrity before starting the application
- Common questions/answers for each page by clicking the “Help” button
- List of Closed Majors: https://admission.universityofcalifornia.edu/campuses-majors/majors/

Log In

- First-time users start by clicking “New Account”
- On return visits, enter e-mail and password information under “Sign In”
**Level**: Students must select the appropriate level for which they are applying.

- A freshman applicant is currently in high school or has graduated from high school, but has not enrolled in a regular session at a college or university after high school graduation (with the exception of the summer term immediately following high school graduation).
- A student who has enrolled in a regular term (fall/winter/spring) at a college or university after graduating from high school should apply as a transfer student.
- Middle college and dual enrollment students are considered freshman applicants since they have not graduated from high school with a diploma or GED.

**Note:**
If students want to refer to an old application, the option to do so appears on this screen.
The navigation bar is on the right side of the screen. Students can complete the application in any order, but should complete the About You section first as it contains conditional logic which will be used throughout the application.
Citizenship
• Applicants must select a country of citizenship from the country drop-down menu.
• Those who choose a country other than the United States will have follow-up questions on permanent residency and/or visa status.

Undocumented Students
• For country of citizenship, select “No Selection” and follow the directions for the SSN below.

Social Security Number (SSN)
• All applicants who have a social security number (SSN) are required to enter it.
• Deferred Action for Childhood Arrivals (DACA) participants and Undocumented students:
  • Enter a valid SSN, SSN for work purposes, or ITIN if available. Otherwise, leave it blank.
  • If an applicant does not have an SSN, he/she may skip that item.
• We use the SSN to accurately and reliably merge test scores and the federal financial aid application with the admission application.
• SSN, SSN for work purposes and ITIN numbers are encrypted and kept secure.
Family Size and Income

- Information about a student’s parent(s)/legal guardian(s)’ education, income, and family size is used to provide contextual information about the home environment and to determine eligibility for the application fee waiver.

- For more information, students can click on the “I” icon.

- This information is not used to determine residency status or eligibility for financial aid.
Entering parental information and their relationship to students helps campus admission staff better understand the family context of applicants. Students can enter up to 2 parents or guardians.
UC considers applicants as first generation college students if neither parent has completed a 4 year degree (U.S. or international).
This is a screen shot of the application showing the locations of the campuses. The map will display dependent on the resolution and screen size of the computer or mobile device.

The UC is one of the largest university systems in the world offering undergraduate and graduate programs on campuses located across the state.

Additional Notes for reference:

Campuses with medical centers:
UC Davis
UC Irvine
UCLA
UC San Diego
UC San Francisco

Campuses with schools of law:
UC Berkeley
UC Davis
UC Irvine
UCLA
US Santa Cruz
UC Hastings College of Law (located in San Francisco)
The default view for selecting campuses and majors is Category, which classifies majors by area. Students select from the menu by category in this view.
Students can select the College view to see majors grouped within colleges.
Students can select both a major and an alternate major, if available (alternate majors are not available at every campus).

If a campus is unable to offer the applicant a place in the first-choice major, they *may* consider them for an alternate major—be sure the alternate major is in a subject area that the student really wants to study (and in some cases, it should be in a different area of study than the primary major).
San Diego Colleges

• If a student is applying to UC San Diego, they must rank the colleges in order of preference to have the best chance of assignment to the college of their choice

• The order of ranking of colleges does not affect the chances for admission to UC San Diego

• Boxes to rank the colleges only appear once the student clicks the “Learn more about UCSD college system” link (opens a pop up window). Students should carefully read the information provided to understand the “theme” of each college at UC San Diego.
Seventh/Eighth Grade

- 7th & 8th grade courses do not need to appear on the high school transcript.
- Math and Language other than English (LOTE) are the only subject areas that can be met by course work in middle school.
- UC will accept a geometry course completed in middle school.
High School Attendance

- Remember to list every school attended beginning with 9\textsuperscript{th} grade, even if 9\textsuperscript{th} grade was considered “middle school.”
- Students can select a specialized curriculum on this screen.
- Students can search for their schools by name, city or by CEEB code.
- If students can’t find their school, it can be added by typing the full name of the school and clicking “Add”
High School Attendance (continued)

• Enter the dates of attendance.

• Students can also choose a specialized curriculum on this screen.

• If this is same school the student is going to graduate from, enter the certificate/diploma information.

• Enter the grading and term system for the school [multiple term systems may be selected for one school].
**High School Coursework**
- Courses are selected or entered by grade level beginning with ninth grade.
- First select the Subject Area/Course Category of the course to be entered (e.g. English, Math, etc.).
- Next, if a student is enrolled in a California high school, select from the course list for the school:
  - To see the courses, expand each subject area.
  - **NOTE:** new California high school courses being offered for the first time in the senior year may not appear on the school's course list until Nov. 1; if you don't see a new course on the list, remember to come back to add it later (but no later than Nov. 30th) before submitting the application.
If students do not see their courses, and for all students not enrolled in a California high school, courses must be manually entered as they appear on the student’s academic record.

- When entries for each grade level are complete, click save and continue.
- Repeat this process for each grade level, including 12th grade.
- 12th grade course grades will default to “IP – In Progress” and “PL – Planned”. If students have already graduated and have senior year grades, manually enter each grade.
- For courses that are only one semester long, select “NO” for the term for which the course was not offered (e.g. Economics offered fall term, for spring term select “NO”).
- Include all original courses/grades and enter repeated courses/grades for courses in which an original grade of D or F was earned and subsequently repeated.
- Students who attended more than one school should be sure to enter courses under the correct school.
Colleges courses taken during high school

- If any college/university-level courses were completed while in high school, add the college information AFTER the high school information.
- The process is very similar to entering the high school information.
**College courses taken in high school**

If courses were taken at a California Community College (CCC), a UC-transferable course list will appear.

- Select the course(s) taken, grade earned (or enter IP for In Progress, PL for Planned courses), and the A-G subject area in which the course fits.
- Only report courses taken for a letter grade; courses in which a Pass/Credit/No Credit grade were earned should not be included.
- Non UC-transferable English and math courses can also be reported in this section of the application.
  - If there are other CCC courses that are not UC-transferable, report them in the “Other coursework” area later in the application.
- **IF** college/university courses were not taken at a CCC, enter each course and grade earned as it appears on the official academic record from the college/university attended.

**Students must enter all UC-transferable, as well as non-transferable English and math, courses taken in A-G subject areas; missing/inaccurate information may be viewed as falsification and result in cancellation of the application.**
The additional academic comments text box is an opportunity for students to share any information about their academic history they want campuses to know. Campuses will use this information to better understand the student’s academic context.
**Test scores**

- ACT with Writing and/or SAT with Writing/Essay scores must be completed by December of the senior year (last year of secondary school).
  - Report completed test(s) with date(s)/scores or planned test date(s) on the admission application.
  - If an examination was completed more than once, enter the highest composite/total score from a single sitting.

- **SAT Subject tests**: Are not required but may be recommended for specific programs at some campuses as an additional piece of information to consider during the review process.
  - SAT Subject Test Recommendations can be found at: [https://admission.universityofcalifornia.edu/admission-requirements/freshman-requirements/exam-requirement/sat-subject-tests.html](https://admission.universityofcalifornia.edu/admission-requirements/freshman-requirements/exam-requirement/sat-subject-tests.html)

- UC does not recommend that applicants use the College Board’s Score Choice function.

- We strongly encourage students to report all official scores although we only use the highest score from a single sitting for admission consideration.

- Official SAT/ACT/SAT Subject Test scores can be submitted to just one campus to which the student will be applying. Scores will be disseminated to all campuses to which the student applied.

- If official scores are/were sent to UC prior to an applicant filing an admission application, please note that the UC system office maintains scores received for three years. For example, if official scores were submitted for an examination date in the student’s sophomore year, the UC system office will still have those scores when the student applies during their senior year.
Test Scores
In the Test Scores section, students report results of their AP, IB, and TOEFL/IELTS exams, if applicable.

International students can report their national or external examination results as well.

Advanced Placement & International Baccalaureate Exams:
• Scores can demonstrate academic mastery in individual subjects and can be used to satisfy freshman admission subject requirements not satisfied with coursework.
• Scores must be self-reported on the application. Don’t worry about “low” scores, UC treats them as neutral but does acknowledge an attempt was made.
• Official AP/IB scores are not required until after a student has accepted an offer of admission; do not send scores at the time of application submission.
• AP scores are not shared among the campuses.

TOEFL/IELTS Exams:
• Official TOEFL scores can be submitted to ONE UC campus and the scores will be shared with all campuses to which the applicant applies. NOTE: IELTS scores must be sent to each campus.
• Official TOEFL/IELTS score report must be submitted no later than January.
Activities and awards

There are six categories in the Activities and Awards section of the application. Choose experiences that have meaning, illustrate interests, and/or demonstrate leadership. These are just a couple of examples of the questions in two of the categories.

- **Other coursework** - Academic courses that do not fit in the A-G categories of history/social science, English, math, laboratory science, language other than English (foreign language), and/or visual and performing art should be reported in this section. Examples include leadership courses or religion courses. Do not include non-academic courses, such as PE, office/teacher assistant, etc.

- **Educational preparation programs** – Programs include but are not limited to: AVID, Upward Bound, and Gear Up. A list of common programs appear in a drop-down menu. If a program is not included, manually enter it.

- **Community Service** – Consistent participation over time may indicate commitment and dedication.

- **Work Experience** – Demonstrates time management, responsibility and perhaps leadership.

- **Awards & Honors** – Awards which are significant in nature – county-wide, state-wide and national - indicate a high level of achievement with significant competition. School-based awards are more meaningful to readers if context is provided, such as “5th place out of 500 students” to earn award, but even “perfect attendance” can be insightful.

- **Extracurricular Activities** – Continued participation over time indicates passion, commitment, and sometimes leadership. Enter details about each activity.

Activities & Awards Tips:
- Don’t use acronyms for names of clubs or awards: Spell them out and explain your level of involvement.
- Don’t list the same activity in multiple areas (for instance, listing Honors Society in “Awards and Honors” and “Extracurricular Activities”), but make sure the most important activities are reflected in some way.
- If an applicant did not have the time/opportunity to participate in school and/or community activities, volunteer/paid employment, explain to application readers why – how else did the applicant use their time and was it a choice or a requirement, for example: caring for siblings, elder-care, commitment to doing homework (research projects, papers, etc.). We understand that students are gaining valuable life experience and consider that as part of our comprehensive review.
It is important for students to remember to describe their role, responsibilities and accomplishments in the activity rather than focusing on describing the activity itself.
Scholarships

• All UC campuses offer scholarships for students who meet specific criteria.

• The applicant should review each scholarship choice and select all those that match their characteristics, interests, and background. There is no limit to the amount of scholarships students can select.

• Research other campus-based scholarships in the link provided at the bottom of the screen - Learn more: Undergraduate scholarships
Personal insight questions

Each question aligns to one or more of the 14-comprehensive review factors campuses consider in their admissions decisions.

- Freshmen must choose 4 out of 8 questions
- Maximum of 350 words for each response
- All questions have equal value; there is no advantage or disadvantage to choosing certain questions over others

**Personal insight questions**

- Students should answer the questions that are most applicable to them.

- Remember that these are **personal** insight questions—about the student.
  - It is not an English essay.
  - Admission staff want to learn what the student did and why; what the student learned and how the student applied what was learned to aspects of their life.
  - Students should use “I” statements – I did this, I chose to do that, I learned about . . . . It’s their one opportunity to ensure we get to know them.

- More details and guidance on the Personal Insight Questions can be found at. [admission.universityofcalifornia.edu/how-to-apply/applying-as-a-freshman/personal-insight-questions.html](admission.universityofcalifornia.edu/how-to-apply/applying-as-a-freshman/personal-insight-questions.html)
This is a screen shot of the PIQ page. The character count is listed here, and students can opt to have the PIQ questions emailed to them on this screen.
Students can use the additional comments section to explain any situation, circumstance or experience that does not appear anywhere else in the application or is not fully explained in the application. The Additional Comments section is not an opportunity for an additional essay.
Review and submit

Before submitting the application, students will have the opportunity to review each section. A check mark appears beside the section to indicate that section is complete.
**Missing information**

If students are missing information, this warning will appear. Completed sections will have a checkmark. Sections missing information will not. Students can navigate directly to the section(s) with missing information and update.
**Missing Information**

Students will be able to see what is missing on the application after the warning screen. This screen shot is an example of a student missing the Math and Lab Science subject area requirements.
**Application Fees:**
- For U.S. citizens or permanent resident students, the application fee is $70 per campus.
- For international and non-immigrant applicants, the application fee is $80 for each campus selected.
  - If an international or non-immigrant student currently attends school in the U.S., however, they may be eligible to pay the lower application fee of $70 per campus.
- The application tool will advise of the fee amount on this page.

**Fee Waiver:**
A fee waiver is automatically calculated for California and domestic residents. The fee waiver calculator is activated from answers about the applicant's family size and income.
- If a fee waiver is granted, the applicant must select “Yes” to accept the fee waiver.
- If an applicant decides not to answer those questions, they may qualify for a fee waiver but would not receive one.

If the applicant makes a mistake on the family income amount, they can correct the information with an ‘edit’ button; eligibility for the fee waiver will automatically re-calculate with the revised information.

**Fee Waiver Eligibility:**
- For U.S. citizens or permanent residents or students who have attended a CA high school for at least 3 years, if students meet the low-income criteria used to qualify for free and reduced lunch, they will qualify for a UC application fee waiver for up to 4 campus choices but will be responsible for payment for any additional campus(es) to which they choose to apply.
- Students in California on a visa are not eligible for the UC application fee waiver.
- UC also accepts the College Board, ACT or NACAC fee waiver. Only one waiver may be used.

**Payment:**
- Application fee payment is required and non-refundable.
- Payment may be submitted by credit card in the application tool; or by mailing a check or fee waiver if a student didn’t qualify for the UC application fee waiver but meets criteria established by the waiver provider.
Students should keep their application ID in a secure place, as this will be used throughout the admission process, including decision release occurring in the spring. This screen will show the complete list of campuses applied to, fees, fee waiver, application ID, date submitted, and payment method.
Release authorizations and Statement of Integrity

The application cannot be submitted without the applicant’s electronic signature and acknowledgement of the Statement of Integrity. The Statement of Integrity is to affirm that all information in the application is accurate and the personal insight responses were written by the applicant. **If information is withheld, such as poor grades, or falsification is detected, the application is subject to cancellation.**

**Signature Releases**
- Review and check the release authorizations to share application information with scholarship agencies, parent/guardian, counselors and/or UC organizations and alumni groups.
- Electronically sign and date the application to verify accuracy and acknowledge that the applicant is the author of their personal insight responses.
- The electronic signature also authorizes the release of official examination score(s) to all UC campuses to which the student applied.
- Information in the application is subject to verification. If an applicant is selected for verification, non-compliance will result in cancellation of the application and the application fee will not be refunded.
**Application Status**

Here students can see when their application was forwarded to the campus. Updates can be made in any of the sections listed on this screen until November 30.

**If you need to make changes to your application**

You can make only a few changes to your application once it's submitted, including updating your contact information and your exam scores. You can also apply to additional campuses if they're still open. To make any of these changes, go to "Application status."

- Additionally, under application status, California resident students are notified if they meet the Top 9% Local Context (ELC) criteria.

Minor changes to activities, awards, volunteer work, employment or personal insight responses are unlikely to have an impact on the admission decision. However, if a student has significant updates in any of these areas, they may notify us at the UC Application Center.
When presenting live, this is a good opportunity for students to take a photo of the contact information for the UC application center.
THANK YOU