

Presenting Yourself on the UC Undergraduate Application for Admission and Scholarships – Transfers

August 2018

Thank you for taking time to learn about the UC admission application and review helpful tips so that applicants can best present themselves.

This presentation is for students applying for **transfer** admission.

Overview

Before You Begin

How Applications are Reviewed

Completing the Application for Admission and Scholarships

The Personal Insight Questions

Submitting the Application



Before you begin, it's important to understand the application process, and what should be done to prepare to complete the application.

Application Timeline

Transfer

Date/Deadline	Task
August 1	UC Application Opens
November 1-30	Submit UC Application Online
January	Update Fall Term Grades and Winter/Spring Course Schedule
March-April	Notification of Admission Decision
June 1	Statement of Intent to Register (SIR) Deadline
May-June	Waitlist Admission Notification

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- **Fall Admission Application:** Opens August 1. For other terms (winter/spring) go to: <http://admission.universityofcalifornia.edu/how-to-apply/dates-deadlines/index.html>
- **Application Submission:** between November 1 and 30. Applicants must meet the deadline; late applications are rarely accepted.
- **Transfer Academic Update:** In January, applicants receive an email message instructing them to log into their *My UC Application*. Failure to submit the Transfer Academic Update form by January 31 may jeopardize chances for an admission offer.
- **Admission Decisions:** Campuses may begin to admit students as early as March 1, but most students will receive notification of admission via the campus' applicant portal throughout March until the end of April.
- **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.
- **Statement of Intent to Register:** June 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 transfer admits who received an offer by May 1. Admit offers received after May 1 will include a corresponding SIR deadline.
- **Waitlist Decisions:** Late-May to mid-June, campuses will notify applicants who accepted a place on the waitlist of the final decision on their application.

Student Preparation

Research Campuses Early

Gather Materials

Brainstorm

Ask for Advice and Feedback

Apply Broadly

Check Email Frequently

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For Students:

- Begin preparing for the application now – don't wait until November.
- Start by researching the campuses now so you'll know where you want to apply, and for what major.
 - List of majors by disciplines across all nine UC campuses:
http://admission.universityofcalifornia.edu/counselors/files/undergraduate_majors_list.pdf
 - Some majors are not open to transfer applicants; or for every term.
- Review the curriculum of your intended major in the General Catalog for each campus; the courses required/offered for the same/similarly named majors might be different from one campus to another; review the course descriptions and ask yourself, "Is this a course I would want to take?"
- Learn about the courses you'll need to earn the UC degree – be informed about graduation requirements so you can plan how long it will take to graduate.
- Remember for most UC campuses, completion of general education requirements (the freshman/sophomore level courses) are not a part of the admission selection process. But, you may want to take time to investigate if you'll be required to complete freshman/sophomore-level general education/breadth courses after you transfer to UC.
 - For California community college students, if the UC IGETC pattern of general education requirements is accepted by the UC program to which you are admitted, you **may** only have to complete a few junior/senior level GE courses to graduate from UC.
- Gather materials that you'll need: transcripts/academic records, list of current and planned courses, AP/IB test scores, awards and honors, volunteer program timelines and hours, employment timeline and hours, etc.
- Brainstorm: take time to remember all the important things you have done throughout the last few years, from club involvement, to volunteering, to athletics and leadership, and more.
- Your short answer responses to the personal insight questions, including the mandatory question, are important. Start drafting your responses early. There are online resources with writing tips and a worksheet (a video is available as well) to help you get started.
- Admission to UC campuses is selective: Apply to different types of campuses throughout the system for your best chance of being admitted and finding a good match. Information on each UC campus can be found at admission.universityofcalifornia.edu/campuses/index.html
- Campuses use email to communicate with applicants during the application process: create an email account (preferably one that identifies them instead of a "cute" or "non-distinct" name) and be sure to check it regularly.



Applicants to UC should understand how their application information will be reviewed by the campuses.

This section offers guidance on the importance of the information presented and how campuses will use the information to understand the context of the applicant's educational experience.

Requirements vs. Selection

Every UC Campus

- Receives the same application
- Reviews for minimum requirements
- Reviews for admission individually using content of the application

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- **Requirements:** All UC campuses have the same minimum requirements for transfer applicants to ensure that all students are prepared to be academically successful at the University.
 - Additional requirements for the intended major, and graduation requirements such as general education courses, may be required/considered for admission selection.
 - Be sure you are aware of all three categories of requirements:
 - Minimum courses
 - Major courses
 - General education/graduation requirements.
 - In some cases one course may be used to satisfy more than one requirement.
- **Selection:** Selection is a process at each campus which is necessary when more applicants apply to a program/major than a campus can accommodate. Each UC campus evaluates applicants beyond just their GPA in order to select the applicants who are best suited for their campus. However, completion of required courses with strong grades, especially for the major, is critical to being a competitive applicant for selection.
- **Applicant Pool:** Who else is in the applicant pool? Applicants must remember that they are not just applying with students from their college/university and community, but also with students from all parts of California, the U.S. and from other countries, whose backgrounds may be similar or different from their own. UC receives applications from students with a variety of attributes: those living in small rural areas, students from families with low and high incomes, communities that have high and low college-going rates, students who are single-parents, U.S. military veterans, students working full-time, nonresident students, etc. Even if students think their background or situation is typical (or not unusual) it's important to explain (not complain) why, so UC admission staff understand the applicant better. The admission staff need more than just a school name or city to get a better sense of the applicant.
- Each UC campus evaluates the application without knowing the status of the same application at another campus. One campus will not admit or deny based on the admission decision from another campus.

Comprehensive Review

Campuses look for:

- Strong grades & course preparation
- An inclusive educational experience

Assess Student Within Context

- Educational environment
- Available resources and opportunities

The Full Application

- Not just the personal insight responses

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- Each UC campus has a unique application review process developed by its faculty admission committee. Each campus may place a different emphasis or value on the information in the application in the Comprehensive Review process. ALL campuses conduct a Comprehensive Review.
- In general campuses look for:
 - Strong grades & major preparation courses.
 - Involvement, leadership – “Well-rounded” doesn’t mean a student has to do everything, but we like to see evidence of students being involved outside of the classroom in activities they are passionate about – an inclusive educational experience.
 - Evidence that an applicant can be a successful university student.
- UC looks for students who have challenged themselves in many ways: students are most successful at our campuses if they have shown academic promise through their courses/grades, major preparation and other academic pursuits.
- We ask many questions as part of the application process so that we can get to know each student. Our goal is get a sense of the applicant’s life, interests and personality through their application, in addition to reviewing coursework and grades earned.
- Applicants may put themselves at a disadvantage if they do not thoroughly, accurately, and completely fill out all parts of the application.



To complete the UC online admission application, go to:
<https://universityofcalifornia.edu/apply>

Importance of Accurate Details

Statement of Application Integrity

Academic History

AP/IB/A-Level Examination Scores

Activities Outside of School

Verification of Application Information

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Students must thoroughly complete all sections of the application and do so accurately. This is the 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 of the application, or go to: admissions.universityofcalifornia.edu/docs/StatementOfIntegrity.pdf

Accuracy of Details:

- **Academic History:** MUST be accurately reported--all enrollment, every college/university, all courses and grades (even if a course was repeated, received academic renewal (AR), earned a grade of "Withdraw" (W) or "Not Passed/No Credit" (NP/NC), even if the applicant doesn't think the course work is transferable, or older grades that are not reflective of current academic ability, etc.).
- 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, class availability issues, etc.
- **Examination scores:** report results for AP/IB/A-Level exams already completed.
- **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.

The Basics

Contact Information

Browser Requirements

30-Minute Automatic Sign Off

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Contact information --- including an email address which UC will use to communicate with the applicant that the student will check it regularly.

- Students can also provide a phone number where they can receive text messages from the campuses
- Family background information is optional but may be helpful for UC to understand the context of resources and opportunities available to the student.

Browser recommendations

The UC online application functions with the following browser versions: Firefox v61, Internet Explorer 11, Chrome 67 and higher, and Safari v11.1.2.

JavaScript

Our application uses JavaScript web page functionality. Please make sure JavaScript is 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.

The application will automatically save information when “next”, “save & continue”, or “sign out” is clicked, but not when the browser is closed without clicking one of the three options. Also, there is a 30-minute inactivity period after which the application system will automatically sign off.

Getting Started

The application deadline is approaching. x
 You have 3 more days to submit your application to meet the Nov-30 deadline.

Sign In

E-mail Address

Password

GO Forgot your password?

Create a New Account

If you don't have an account you can create one here.

NEW ACCOUNT ▶

First time users start here! ←

Application Deadline: November 30, 11:59 p.m. PST

Apply Online: universityofcalifornia.edu/apply

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Create Your Account

- New users must enter a unique e-mail address and password
- 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 have a combination of uppercase and lowercase letters, numbers and/or symbols)
- 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 at UC
- Remember to adjust e-mail filters to accept mail from UC addresses

Review

- Statement of Integrity **before** starting the application
- Common questions on each page
- Closed majors: <http://admission.universityofcalifornia.edu/how-to-apply/check-majors/index.html>
- Downloadable Undergraduate Admission Guide
<http://admission.universityofcalifornia.edu/counselors/downloadable-guides/index.html>

Log In

- First-time users start by clicking "New Account"
- On return visits, enter e-mail and password information under "Sign In"

Navigating

- Use the progress bar above to navigate
- Use sections on the right for guidance
- Use buttons below to move from page to page
- Note 'my uc application', 'help', and 'sign out'

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Navigating the Application

- The highlighted step on the progress bar shows the current section of the application the student is working on
- Each page has an “Inside This Section” and “Questions” area
- Use the “Next” and “Previous” buttons on the bottom of the page to save and move through the application. Don’t use the browser navigation
- After the first step has been completed, “Start Application,” click on any of the top navigation boxes or steps in “Inside This Section” to move to the next step or jump ahead
- Navigating to another page will save your work
- If account information (e-mail, name, date of birth) needs to be changed/corrected this can be done in the “My UC application” section at the top
- Click on ‘help’ for access to commonly asked questions and answers
- “Sign Out” stores the information entered

Starting Your Application

Start Your Application STEP 1 OF 4

Term

Which term are you applying for?

- Fall Quarter/Semester 2018
- Winter Quarter/Spring Semester 2019
- Fall Quarter/Semester 2019

Level

Are you applying as a:

- Freshman
- Transfer

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Term: Students must select the term for which they are applying for admission to UC.

Note: most campuses and majors are open for the fall term only.

Level: Students must select the appropriate level for which they are applying.

- A transfer applicant is one who enrolled in a regular session at a college or university after high school completion. In most cases, UC campuses only accept applications from junior-level transfers.

Starting Your Application

Start Your Application STEP 4 OF 4

Citizenship

What is your country of citizenship?

Country

No Selection ▾

Social Security Number

If you have a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN), please enter it.

Re-enter your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN).

All students must enter a social security number, if they have one.

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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 do not enter a social security number.

Social Security Number (SSN)

- All applicants who have a social security number (SSN) are required to enter it here.
- **Deferred Action for Childhood Arrivals (DACA)**
 - 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.

Selecting a Major

	Major	Alt. Major
<input type="checkbox"/> Claire Trevor School of the Arts		
<input type="checkbox"/> Program in Nursing Science		
<input type="checkbox"/> Program in Public Health		
<input type="checkbox"/> Public Health Policy	B.A.	<input checked="" type="radio"/> <input type="radio"/>
<input type="checkbox"/> Public Health Sciences	B.S.	<input type="radio"/> <input type="radio"/>
<input type="checkbox"/> School of Biological Sciences		
<input type="checkbox"/> The Henry Samueli School of Engineering		
<input type="checkbox"/> The Paul Merage School of Business		
<input type="checkbox"/> Interdisciplinary Studies		
<input type="checkbox"/> School of Humanities		
<input type="checkbox"/> Department of Pharmaceutical Sciences		
<input type="checkbox"/> Donald Bren School of Information and Computer Sciences		
<input type="checkbox"/> School of Physical Sciences		
<input type="checkbox"/> School of Social Ecology		
<input type="checkbox"/> School of Social Sciences		
<input type="checkbox"/> Undeclared Majors		
		<input checked="" type="radio"/> No Alternate Major

Click to expand
the list of majors

Choosing a Major

- Students must select a major for each campus to which they are applying. Undeclared/Undecided is generally not an option for junior transfers.
- The online application displays which majors are open to the specific applicant level.
- Hovering over a school/college/major may display additional information.
- Select an alternate major, if available (alternate majors may not be available at every campus), or select “No Alternate Major” at bottom of the list.
 - 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).
- After selecting major/alternate major, scroll to bottom of the page and click “Next”.
- Repeat steps for each campus selected.
- If most of the majors are closed, it may be that the student has selected the incorrect applicant level or the application filing period has ended.

Ranking San Diego Colleges

UC San Diego College Preference

UC San Diego's distinctive colleges provide smaller "home" communities where undergraduate students get to know each other and faculty members better than in most large research universities.

[Learn about UCSD colleges](#)

Learn more about the college system before deciding on your UCSD college preferences.

[UCSD Principles of Community](#)

These principles of community are vital to the success of the University and the well being of its constituents. UCSD faculty, staff, and students are expected to practice these basic principles as individuals and in groups.

You must click here before ranking the colleges

Please enter a number from 1 - 6 next to each of the UCSD colleges below based on the order you would prefer to attend.

<input type="text"/>	Revelle College
<input type="text"/>	John Muir College
<input type="text"/>	Thurgood Marshall College
<input type="text"/>	Earl Warren College
<input type="text"/>	Eleanor Roosevelt College
<input type="text"/>	Sixth College

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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 about UCSD colleges" link (opens a pop up window). Students should carefully read the information provided to understand the *"theme"* of each college at UC San Diego

Scholarships

Scholarships STEP 1 OF 2

Scholarship Opportunities

UC awards scholarships to students with specific backgrounds, academic interests or career objectives. The characteristics used to determine eligibility for these scholarships are grouped into 10 categories based on the campuses you are applying to, which are listed below. Click on a category to view the list of scholarships and check the appropriate box(es) to indicate the characteristics that apply to you. You may select up to 16 characteristics.

- Academic major or interest (0 selected)
- Affiliation with group, program or organization (0 selected)
- Ancestry and descendants (0 selected)
- Career plans (0 selected)
- Ethnicity, national origin or religion (0 selected)
- Extracurricular activities & work experience (0 selected)
 - Extensive community service involvement or volunteer experience
 - Student who has demonstrated academic excellence as well as leadership in extracurricular activities
 - Student who has demonstrated leadership in a campus organization
- Family circumstances and relationships (0 selected)
- Health / disabilities (0 selected)
- School or geographic affiliation (0 selected)
- Transfer students (0 selected)

In addition to these scholarships, each UC campus and many alumni associations award a variety of scholarships that recognize students' achievement and potential. Some of these have additional application requirements. Learn more: [Undergraduate scholarships](#)

NEXT >

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- All UC campus offer scholarships for students who meet specific criteria.
- The applicant should review each scholarship choice and select up to 16 scholarships that their match characteristics, interests, and background.
- Research other campus-based scholarships in the link provided at the bottom of the screen - Learn more: [Undergraduate scholarships](#)

Biographical Information

About You STEP 3 OF 4

Family Size & Income

Did you receive financial support from a parent/legal guardian? For example, did a parent/legal guardian claim you as a dependent?
Last Year (2017)

Yes No

How many people were in your family?
Last Year (2017)

Is your family headed by a single parent?
 Yes No

What was your estimated total household income to support the family size above?
Last Year (2017)

\$.00

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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.
- This information is **not** used to determine residency status or eligibility for financial aid.

Academic History for Transfer Applicants



- Students should have all transcripts (academic records) from all colleges/universities attended after high school.
 - If the student completed college/university courses while enrolled in high school, the transcripts of those courses and grades must also be available.
 - The courses and grades entered must match exactly the official academic records.

[Note: For freshman/sophomore transfer applicants, the student must also have their high school academic records available.]

UC Transfer Admission Planner

UC Transfer Admissions Planner

If you have entered your school and coursework information in the UC Transfer Admissions Planner (TAP) and indicated you plan to apply to UC for Fall Quarter/Semester 2019, your information may be available for import into your UC application.

Please enter the login ID and email address used for your TAP account and click on "Copy from UC TAP" to copy your information. This will delete all previously entered academic history information.

TAP Login ID:

Email Address:

My UC TAP email address is the same as my applyUC email address.

Students who have a UC TAP account can import information from UC TAP to the UC application.

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- For applicants who created a UC Transfer Admission Planner (UC TAP) account, and entered their academic information into UC TAP, a feature in the admission application allows you to import your courses and grades.
 - The information is updated daily each morning with the previous day's data.
 - Changes made today in UC TAP will not be reflected in the data imported on the same day.

In order to import the coursework, applicants must use their **UC TAP ID and email address from the UC TAP account when starting the UC Admission Application.**

High School Attendance

Last High School Attended

To evaluate your academic record, we need to know the last high school you attended.

To evaluate your academic record, we need to know the last high school you attended.

SAN RAMON VALLEY HIGH SCHOOL_050725-1 [Delete](#)
DANVILLE, CA

During what dates did you attend this high school?

Start date: Month Year (yyyy)
Aug 2013

End date: Month Year (yyyy)
Jun 2017

Degree, diploma or certification received.

High/Secondary School Diploma

Date received.

Month Year (yyyy)
Jun 2017

Applicants must provide the dates of attendance for the last high school attended and information about the diploma or certificate earned, if applicable. Once this information is added, all the school information will appear in a table for review and editing.

College Attendance

SANTA BARBARA CITY COLLEGE,004690-3
ALL LOCATIONS,CA

Add Information About SANTA BARBARA CITY COLLEGE

During what dates did you attend this college?

Start date: Month Year (yyyy)
Select [v] []

End date: Month Year (yyyy)
Select [v] []

What is the college's term system?

Select [v]

Is this your current or most recent school?

Yes No

On this screen the applicant provides basic information about the college(s) attended. Courses and grades are added later.

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- Transfer applicants must provide the dates of attendance for all colleges attended, term system (e.g. semester, quarter, etc.), and diploma or certificate information, if applicable. Once this information is added, all the school information will appear in a table for review and editing.
- Dates of attendance should be entered as consecutive dates even if enrollment was interrupted, i.e. first month/year of attendance through the last month/year of attendance (e.g. fall 2016 – spring 2019)
- Students earning the Associate Degree for Transfer will provide this information here along with the name of the major.

Entering College Coursework – for California community colleges

[Accounting](#) Click to display courses in each department

- Alcohol and Drug Counseling
- Administration of Justice
- Anthropology

Dept.	Course No.	Course Title	Units	Grade
<input type="checkbox"/> ANTH	101	Physical Anthropology		
<input checked="" type="checkbox"/> ANTH	102	Introduction to Archaeology	3	B <input type="button" value="v"/>
<input type="checkbox"/> ANTH	103	Introduction to Cultural Anthropology		
<input checked="" type="checkbox"/> ANTH	104	Linguistic Anthropology	3	A- <input type="button" value="v"/>

I don't see all of my courses.

Dept.	Course No.	Course Title	Units	Grade
				-- <input type="button" value="v"/> <input type="button" value="Clear"/>

ADD ANOTHER COURSE

Enter courses taken and grades earned at each college/university

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For California Community College students:

The transferable course lists for California community colleges are pulled directly from the ASSIST database - assist.org. Each department can be expanded to display the transferable courses by clicking on the plus (+).

For non-California Community College students:

UC does not have transferable course lists for colleges/universities other than California community colleges, so students must type in department name, course number, course title, and unit value, then select the grade earned.

For all students:

Students **must enter all courses** taken even if they believe they are not transferable; they don't want credit for them; they believe the "old grades" are not reflective of their current academic abilities; an Academic Renewal (AR) or Incomplete (I) grade was earned; they withdrew from the course; or they later repeated the course.

Missing/inaccurate information may be viewed as falsification and result in cancellation of the application.

College Coursework

Other Academic History - Transferable Courses

College/University English Composition

Prior to transfer, will you complete two transferable college courses in English composition (not including English as a second language courses)?

- Already completed with a grade of C or better
- In progress
- Planned
- None planned/not completed

College/University Mathematics

Prior to transfer, will you complete one transferable college course in Mathematical concepts and qualitative reasoning?

- Already completed with a grade of C or better
- In progress
- Planned
- None planned/not completed

Indicate if the UC-required English and math courses are in-progress or not taken.

If the coursework a student entered indicates that the student has met the minimum English (2 courses) and math (1 course) requirements for transfer to UC, they will not see this screen.

However, if student's coursework appears to be missing required English or math courses, they will need to indicate their plan to complete these courses on this screen.

Academic History Comments

Additional Comments (optional)

Tell us anything else you want us to know about your academic record that you have not had the opportunity to describe elsewhere in this section.

International applicants: If you selected Other as your school's grading system, please explain the grading system here.

(Entries over 550 characters will be truncated. The following characters count as more than one: & > < and new lines.)

Character Count: 155 Characters Remaining: 395

A student can use this space to explain unusual circumstances about a course, grade received or the school itself. The space is limited to 550 characters.

Use this space to explain circumstances that may have affected academic performance or course availability.

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Admission staff look at this section for an explanation of abnormalities in a student's academic record, such as a break in attendance or poor grades in a particular course or year, or for specific information about the school environment/policies that affect the academic record and/or availability of classes.

Activities & Awards

Volunteer & Community Service

Add a Volunteer Experience

For what organization did you volunteer?

During which high school years were you involved?

9th 10th 11th 12th After 12th

How much time did you devote to the organization?

Hours per Week: Weeks per Year:

Briefly describe the organization and your responsibilities.

(Entries over 160 characters will be truncated. The following characters count as more than one: & > < and new lines.)

Character Count: 0 Characters Remaining: 160

ADD CANCEL

- Educational Preparation Programs
- Community Service
- Work Experience
- Awards & Honors
- Extra Curricular Activities

Choose up to 5 of your most meaningful experiences for each category.

Work Experience

Add a Job

What was the job title?

During which high school years were you employed?

9th 10th 11th 12th After 12th

Number of years after 12th:

When did you work?

Start date: Month: Year (yyyy):

End date: Month: Year (yyyy): I still work here.

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There are five categories of Activities and Awards, each limited to five entries.

- Educational Preparation Programs – such as Puente or MESA. If you don't see a program listed, enter it manually.
- Community Service – consistent participation over time may indicate commitment and dedication.
- Work Experience – demonstrates time management, responsibility and perhaps leadership.
- Awards & Honors– 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.
- Extra Curricular Activities – depth and time – continued participation over time, if possible, also provides context.

If an applicant did not have the time/opportunity to participate in school and/or community activities, volunteer/paid employment, it is helpful to application readers to know why; explain how else the applicant used their time whether it was a choice or a requirement, for example: caring for siblings and/or children, elder-care, commitment to doing homework (research projects, papers, etc.), full-time employment, etc.

Examination Scores

College Board Advanced Placement (AP) Examinations

Report your AP exam scores below. Please remember:

- Record your scores **exactly** as they were reported by the testing agency.
- If you have taken an exam more than once, record your highest overall score.

Add an AP Exam

When did you take or when do you plan to take the exam?

Month: Year:

What was the exam name?

What was your score?
 I have not received my score yet.

AP and/or IB exam scores (AP = 3 or higher; IB-HL = 5 or higher) can be used to earn elective units and to meet a subject requirement.

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In the Test Score 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 earn credit toward the minimum units required for admission, meet portions of the 7-course pattern, and, in some cases, may be used as major preparation for some campuses/majors.
- Scores must be self-reported on the application. Don't worry about "low" scores, UC treats them as neutral but does acknowledge a student attempted the exam.
- Official AP/IB scores are **not** required until *after* a student has accepted an offer of admission; do not send scores at time of application submission.

TOEFL/IELTS Exams:

- Students whose college/university coursework was **not** conducted in English and who are not native English-speakers are required to submit TOEFL or IELTS results.
- Official **TOEFL** scores can be submitted to ONE UC campus and the scores will be shared with all campuses to which the student applies. **NOTE:** IELTS scores must be sent to **each** campus.



The personal insight questions are an integral part of the UC admission application. They are not reviewed as a stand-alone part of the application. These are short answer responses about the applicant, not an essay.

The content of the personal insight responses should add clarity, richness, and meaning to the information presented in other parts of the UC application, enabling the admissions officer to form the best impression of the applicant. The personal insight responses must be about and completed by the applicant.

The Personal Insight Questions

Each question aligns to one or more of the 9 comprehensive review factors campuses consider in their admission decisions.

- Transfers must respond to one required question, then choose 3 additional questions out of 7
- Maximum of 350 words for each response
- All questions have equal value; there is no advantage or disadvantage to choosing certain questions over others

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- Students should select 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: <http://admission.universityofcalifornia.edu/how-to-apply/personal-questions/transfer/index.html>
 - See a list of all the questions
 - See brainstorming worksheet

Required Question for Transfer Applicants

Required question:

Please describe how you have prepared for your intended major, including your readiness to succeed in your upper-division courses once you enroll at the university.

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- Preparation for the major is critical to the transfer admission selection process.
- Students should not simply list the major preparation courses they have completed; that information is already available in the Academic History section of the application.

Then, Select 3 of the following:

Personal Insight STEP 1 OF 3 (PAGE 1 OF 2)

Personal Insight Questions

You'll need to answer 4 questions. One question is required, and 3 are your choice.

Responses to each question are limited to 350 words.

All questions are given equal consideration in the review process.

Please answer the required question

1. Please describe how you have prepared for your intended major, including your readiness to succeed in your upper-division courses once you enroll at the university.

ANSWER

Please answer any 3 questions below

1. Describe an example of your leadership experience in which you have positively influenced others, helped resolve disputes, or contributed to group efforts over time.

ANSWER

2. Every person has a creative side, and it can be expressed in many ways: problem solving, original and innovative thinking, and artfully, to name a few. Describe how you express your creative side.

ANSWER

3. What would you say is your greatest talent or skill? How have you developed and demonstrated that talent over time?

ANSWER

4. Describe how you have taken advantage of a significant educational opportunity or worked to overcome an educational barrier you have faced.

ANSWER

5. Describe the most significant challenge you have faced and the steps you have taken to overcome this challenge. How has this challenge affected your academic achievement?

ANSWER

6. What have you done to make your school or your community a better place?

ANSWER

7. What is the one thing that you think sets you apart from other candidates applying to the University of California?

ANSWER

Click the blue "answer" button to respond to the selected question.

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- This is a view of how the personal insight questions appear in the UC application.
 - Note: the mandatory question is at the top; then transfer applicants select 3 additional questions.

Additional comments:

Additional Comments (optional)

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. This should not be used to answer an additional personal insight question.



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The Additional Comments section should not be used as an extension to your personal insight responses.

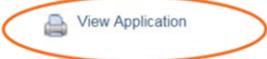


Once the application is completed --- it's time to go through the application submission steps.

Submitting the Application

Review & Submit STEP 1 OF 7

Application Summary

 View Application

Expand All | Collapse All

My Account <small>Edit</small>	COMPLETED 
Start Your Application	COMPLETED 
Campuses & Majors	COMPLETED 
Scholarships	IN PROGRESS 
About You	COMPLETED 
Academic History	NOT STARTED 
Activities & Awards	NOT STARTED 
Test Scores	NOT STARTED 
Personal Insight	NOT STARTED 

START SUBMISSION PROCESS  Disabled until all circles are solid.

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- The application is not ready to submit unless all solid green circles are shown on the right.
- Use the navigation buttons on the top banner to jump to the sections that need to be completed.
- Use the View Application button to see and print the entire application.

Completeness Check

Review & Submit STEP 1 OF 7

Completeness Check

To be sure you submit an accurate application, closely review the information below. Please answer additional required information if asked regarding gaps in education and missing coursework, before continuing with the submission process.

If any portion seems incorrect or incomplete, click "Previous" to return to the Application Summary, then edit your entries. If you are satisfied that your entries are correct and reflect what you intended to submit, then click "Next".

Verify Units/Applicant Level

You have indicated that you are applying as a Junior level transfer student. The number of units you've reported (59 semester units/88.5 quarter units) does not meet the minimum required for the level you selected. The minimum number of units required for your level is 60 semester units/90 quarter units.

Check box to confirm that this is what you intended to submit.

[← PREVIOUS](#) [NEXT →](#)

If the "verify units/applicant level" message above displays, click on the question on the right side of the screen for guidance.

My coursework unit total did not meet the minimum required units for my transfer level. What if I have examination (AP/IB/A-Level) results that can be added to my college course unit total?

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The application performs a completeness check.
Review the information carefully.

- Return to the coursework section to add any missing coursework, if applicable; **OR**
- Check the box to confirm this is what the applicant wants to submit.

Note: units UC would award for exam results are not included in the unit count; verify that all AP/IB/A-Level test scores have been reported in the "Test Scores" section of the application.

Release & Signature

I authorize the University of California to release to my parents/legal guardian or spouse information regarding my application, including test scores, transcripts, and other supporting documents, as they relate to my admission and scholarship status.

Without this authorization, information regarding your application will not be disclosed to your parents/legal guardian or spouse. For example, if you do not check the box, they cannot inquire about the receipt of your application, transcripts or other supporting documents, nor inquire about the status of your application. You may log back in to your application at any time to change this authorization.

I authorize the University of California to release to my school or college counselor/counseling office (or sponsoring agency) information regarding my application, including test scores, transcripts and other supporting documents, as they relate to my admission and scholarship status.

If you do not check the box, UC may not inform your school or counselor whether you have applied or been admitted. You may log back in to your application at any time to change this authorization.

Electronic Signature and Statement of Integrity

By submitting this application, you authorize the University of California to release application information, including copies of your application and test scores, to any UC campus for admission or scholarship consideration.

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 \(http://policy.ucop.edu/doc/2710530/PACAOS-100\)](http://policy.ucop.edu/doc/2710530/PACAOS-100) may be cause for denial of admission, withdrawal of an admission offer, registration cancellation, expulsion, or revocation of a University of California degree.

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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 the 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.

Fees, Payment & Waivers

Fee Waiver
 UC will waive application fees for up to four campuses for qualified students who otherwise would be unable to apply. Waivers cannot be combined to cover the cost of applying to more than four campuses.

Your family size and income information are used to check if you qualify.

Family Size & Income Edit

Did you receive financial support from a parent/legal guardian last year? For example, did a parent/legal guardian claim you as a dependent?
 Yes No

How many people were in your family last year?

What was your estimated total household income to support the family size above for last year?
 \$.00

Fee waiver amount: \$-210.00

Based on your family size and income, you qualify for the fee waiver. This information is subject to verification. Do you accept the fee waiver?
 Yes No

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NEXT

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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 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.

Fees, Payment & Waivers

Review & Submit

STEP 6 OF 7 (PAGE 2 OF 3)

Fee Payment Method

Billing Summary

Campus(es) Selected	Irvine Los Angeles Merced	supplemental application is required supplemental application is required
Application Fee Total 3 campus(es) x \$ 70	\$210.00	
Fee Waiver (up to 4 campuses)	\$-210.00	You qualified for fee waiver.
Total Due	\$0.00	

PREVIOUS

SUBMIT APPLICATION FOR UC ADMISSION

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If total due is \$0.00, the "SUBMIT APPLICATION FOR UC ADMISSION" button is displayed.

Fees, Payment & Waivers

Review & Submit STEP 6 OF 7 (PAGE 2 OF 3)

Fee Payment Method

Billing Summary

Campus(es) Selected	Irvine Los Angeles Merced	supplemental application is required supplemental application is required
Application Fee Total 3 campus(es) x \$ 70	\$210.00	
Fee Waiver (up to 4 campuses)	\$- 0.00	You declined the fee waiver.
Total Due	\$210.00	

Select Payment Option

Please indicate your method of payment.

Method of Payment Credit Card
 Check (by mail)

I understand that I am responsible for paying all appropriate application fee(s) and that my application will not be processed unless I submit the fee(s), or an approved fee waiver, by the date requested.

[PREVIOUS](#) [SUBMIT APPLICATION FOR UC ADMISSION](#)

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When the total due is greater than zero, the applicant must select a payment method.

- If 'Credit Card' is selected, the "Submit Application for UC Admission" button will not display until credit card information has been entered
- If 'Check (by mail)' is selected, the "Submit" button will appear

Fees, Payment & Waivers

Confirm Your Choice X

Are you sure you are ready to submit your application?

Once the application has been submitted, you will not be able to update most of the information in your application.

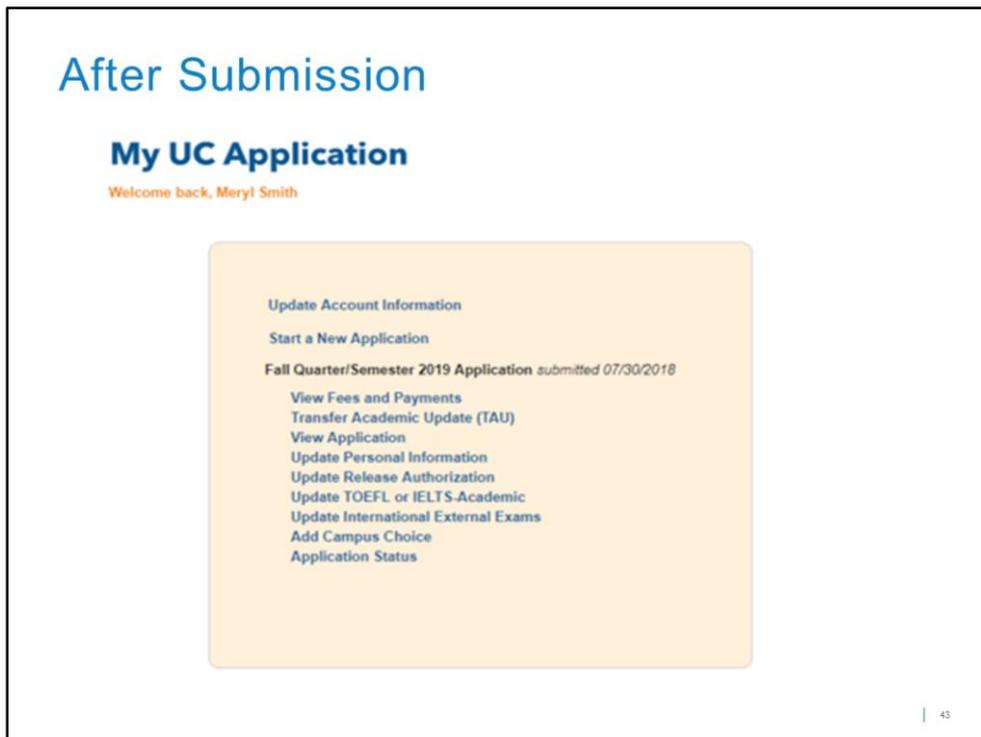
Click No and then click on Application Summary to review your application.

Click Yes to submit your application now and receive your UC Application ID. Shortly after, you will receive an email noting that your application was received.

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- This is a sample confirmation choice screen
- Student must click “Yes” to move to the final application review and submission page

- When the applicant is at the “Submit” stage, they must carefully review all information and the personal insight responses entered into the application.
- While it may seem like a very simple step, don’t forget to click the submit button. Failure to do so, especially on the last day of the application filing period, will lead to disastrous results.
- Once “submit” is selected, that’s it, the application is gone and applicants will not be able to say “Oh no, I forgot to include X” or “I pasted in the wrong personal insight response” or “I made a mistake on one of my courses or grades.”
- **UC Application ID Number:** Write down or keep a copy of your Application ID number found on the confirmation; you will need this number to access the various campus student portals and, in many cases, to access your admission decisions.
- **Acknowledgement:** In January, each campus the student applied to will email them to create a login username and password for access to the campus’ applicant portal. This is the site at which the admission decision will be posted along with other important information—check each campus’ applicant portal frequently.



What can be done after submission?

- Changes to: name, email or password -- go to "Update Account Information".
- From "View Application," a copy of the application can be printed.
- Address changes are made in the Personal Information section.
- Before November 30th all campuses are still open, additional campuses can be added.
- If a student changes schools, adds or drops a course, or fails to earn a C or better in a course during the current academic year after submission of the application, they will notify UC via the Transfer Academic Update beginning in January.
- 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.

Transfer Academic Update

Update College Courses and Grades

To ensure your Transfer Academic Update is officially recorded, complete all steps and click Submit. When your update is complete you will receive a confirmation to print for your records.

Spring 2019 - DIABLO VALLEY COLLEGE

Dept.	Course No.	Course Title	Units	Grade
ENGL	124	The Nature of Language: An Introduction to Linguistics	3	PL
HSCI	124	Health and Wellness	3	PL
NUTRI	115	Nutrition and Health: Personal Applications	3	PL
PSYCH	220	Psychology of Personality: Personal, Social, Cultural Differ	3	PL

Click on a department to see the list of courses offered. Select the courses that you took and the grades received at DIABLO VALLEY COLLEGE.

If your courses aren't listed, click "I don't see all of my courses" at the bottom of the page and enter them manually.

Please report all grades received for all courses you enrolled in, including withdrawals, incompletes and courses you may have repeated at a later date.

Transfer students will be asked to provide their grades from the fall term and update courses "in progress" or "planned" for winter/spring terms prior to enrollment at UC. Deadline = January 31.

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- Even if an applicant is not currently enrolled, and all information was submitted on the original admission application, all transfer applicants are required to submit the Transfer Academic Update (TAU).
- If a student is not currently enrolled, they would enter an explanation in the Comment Box.
- If a student is currently enrolled, submit grades for fall 2018 courses and confirm or update the winter and/or spring courses.
- **The deadline to submit the initial TAU is January 31.**

Resources

UC Admissions Home Page
admission.universityofcalifornia.edu/

How to Apply
admission.universityofcalifornia.edu/how-to-apply/index.html

UC Application for Admission & Scholarships
admissions.universityofcalifornia.edu/applicant/login.html

Help Desk
ucinfo@applyucsupport.net
800-207-1710 (U.S. only)
925-298-6858 (outside U.S.)

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

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Download the Guide for applying to UC for [Transfer](#) Students [PDF]
<http://admission.universityofcalifornia.edu/counselors/files/apply-online-transfer.pdf>

Submitting the Application

Congratulations! You have submitted your application to the University of California.

Receipt

University of California Fall Quarter/Semester 2019 Application

Thank you, Mary! Smith

Your application for undergraduate admission and scholarships for Fall Quarter/Semester 2019 has been received. An email confirmation will be sent to eleanortest520@uccv.edu shortly.

PLEASE PRINT THIS RECEIPT AND KEEP IT FOR YOUR RECORDS



UNIVERSITY
OF
CALIFORNIA

After a student has successfully submitted their UC undergraduate application for admission and scholarships – they can relax – it's done!