UC APPLICATION
CHEAT SHEET

https://apply.universityofcalifornia.edu/

Fall Quarter/Semester: Nov 1-30
Winter Quarter/Semester: July 1-31

Questions?
Call or visit the University Transfer Center
S-110 or 714-564-6165

Disclaimer: This Cheat Sheet aims to assist students with the UC online applications process. It does not replace the advisement of a counselor nor university admissions office resources.

Last Revised 10/09/2019

CREATE AN ACCOUNT

Email Address
- **Email Address:** Campuses use email to send important, time-sensitive correspondence. Ensure that this is an email you check regularly.
- **UC TAP**: If you have a TAP account, your application email must match your UC TAP email address.

Selecting Term & Level
- **Term:** Most campuses and majors are open for the fall term only.
- **Level**: Select "Transfer" or applicable response.

ABOUT YOU

Personal Information & Contact Information
- Up to date and accurate.

Citizenship & Residency
- **Citizenship**: Select applicable response. Undocumented students or DACA students are recommended to select "No selection."

Social Security Number (SSN) or Individual Taxpayer Identification number (ITIN)
- **SSN & ITIN:** This is used to match your application to your FAFSA. Make sure to accurately report.
- **NOTE**: If you do not have a valid SSN, SSN for work purposes, or ITIN, leave this blank.

California Residency
- This appears for certain applicants, based on citzenship status. They determine if you will be considered resident or non-resident for admission purposes only (which is **separate** from determining residency for tuition purposes).

Demographics
- **Optional**; does not affect your chances of admission and is for statistical purposes only.

Background
- These questions ask for more information about your background to provide the UC with a better understanding of your home environment and if you are eligible for programs or scholarships.

Your Household
- If you want to be considered for a fee waiver, you must report family size and income.

Parent Information
- Most applicants have the option to add information for 2 parents. Parent information you choose to provide is up to you and your unique situation.

CAMPUSES & MAJORS

UC Values, Term, & Level Pages
- **UC Values:** Read & agree to community principles.
- **Term & Level**: Confirm level and application term.

Choose Campuses
- If you entered family size & income, you will see if you qualified for a fee waiver here.
- Select the campuses you would like to apply to.

Choose Majors
- You must select a major for each campus you are applying to.
- **NOTE**: Some majors require major preparation to be completed by the end of the fall term when you apply. Meet with a counselor or consult ASSIST.org for more information.

ACADEMIC HISTORY

UC Transfer Admission Planner
- **If** you entered your academic information into the UC TAP, you can import it by using your TAP ID and email address.

Last High School Attended
- You will need to provide the dates of attendance for the last high school attended.

Colleges
- List all colleges/universities attended.
- If you are earning an ADT, enter the information here along with ADT major.

College Courses & Grades
- You will need to enter **all** courses and grades for each term as they appear on your transcripts.

Grade Codes

- **AR = Academic Renewal.** Will appear as "RWO" on RSCCD transcripts. Transcript codes vary by college; refer to campus for transcript legends.
- **CR = Credit**
- **NC = No Credit**
- **PS = Pass.** Will appear as "P" on RSCCD transcripts.
- **NP = No Pass**
- **WI = Withdraw.** Will appear as "W" on RSCCD transcripts.
- **IP = In Progress**. Will appear as "CIP" on RSCCD transcripts.
- **PL = Planned.** Enter all courses you plan to take in the following semesters.

Minimum Requirements

- **Entry-Level Writing Requirement:** If you scored a 3 or higher in AP English (Language or Literature) *OR* you earned a "C" or better in transferable English worth 3 semester units, select "Yes"
- **IGETC**: If you will be IGETC certified, select "Yes." IGETC should be completed by the end of spring term prior to fall enrollment at UC. To file for IGETC Certification, schedule an appointment with a counselor.

Additional Information

- Indicate if you have been on academic probation, have followed a Transfer Pathway, know your California State Student ID Number (**optional**), or have additional comments.
- Use the additional comments box to provide information about: declining grades, course selection issues. gaps in education, repeated courses, courses taken in special programs.

TEST SCORES

AP Exams

- Certain scores on specific AP & IB exams can meet portions of the IGETC not satisfied with coursework. AP scores of 3 or higher or IB scores of 30 and above will receive credit towards UC undergraduate degree.

TOEFL/IEFLTS Exams

- If your college/university coursework was not conducted in English OR you are not a native English-speaker, you are required to submit TOEFL or IELTS results.

ACTIVITIES & AWARDS

Add Activities & Awards

- The UC is interested in how you spend time outside of class. Activities do not need to be through organized, school-sponsored programs (include community activities, volunteer/paid employment, caring for siblings/children/eldercare, research projects, etc.).
- Avoid using acronyms. Be sure to describe activity and your role.
- Focus primarily on post-high school activities.
- Information submitted is subject to verification.

SCHOLARSHIPS & PROGRAMS

Scholarships

- Select any and all scholarship categories that apply to you. Only scholarships that are available at the campuses you're applying to will be displayed.

Support Programs

- If you are interested in the Educational Opportunity Program (EOP), check the box and provide a brief statement about why you are interested in the program.

PERSONAL INSIGHT QUESTIONS

Personal Insight Questions

- There is one required question, and you must also answer 3 out of 7 additional questions.
- Each response is limited to 350 words. Select questions that are most relevant to you. Refer to UC PIO online resources or attend a SAC University Transfer Center PIQ Workshop for additional tips.

Additional Comments

- This section cannot be used to respond to an additional PIQ. It should be used to provide information that you have not had the opportunity to provide elsewhere in the application (e.g. unusual personal or family circumstances).

REVIEW & SUBMIT

Review

- If you have remaining items to complete, you will see a "To Do" next to that section.
- It is recommended to visit the SAC University Transfer Center during designated drop-in times to have a staff member review your application prior to submission.

SUBMITTING

Academic Review

- This page gives you a chance to make sure your academic information is accurate.

State of Legal Residence

- These questions are optional. Answering them does not affect your chances of admission.
- If answered, the information may be used for initial determination of whether you qualify for resident or nonresident tuition.

Sign & Release

- Review and check release authorizations.
- Electronically sign and date the application to verify accuracy and knowledge that you are the author of the PIQs.
- **Statement of Integrity**: This affirms that all information in the application is accurate. If information is withheld or falsified, such as grades or enrollment in another institution, the application is subject to cancellation.

Payment

- Review campus selections and application fees. After you've paid or selected a payment method, you will see a confirmation page indicating that your application has been submitted.
- Review the page regarding post-submission steps.