

## **TRANSFER APPLICATION UPDATE FORM FREQUENTLY ASKED QUESTIONS**

### **Who must fill out an Application Update Form?**

All transfer applicants (except those applying **only** to UC San Diego) must fill out an Application Update form. You must do so even if your record of course grades was complete at the time of your application **and/or** you do not have any courses in progress or planned. All UC San Diego applicants for Winter 2006 should send official transcripts directly to the UCSD campus. UCSD applicants with questions should call (858) 534-4831.

### **What if I do not submit an Application Update form?**

Campuses (other than UCSD) will not be able to use your most current academic work in your application review. This may jeopardize your admission to the University.

### **What is an application ID number and how do I get mine?**

Your application ID number is a 7-digit number that can be found on your receipt (if you applied online) or your Undergraduate Application Acknowledgement. If you do not have either of these and you applied online, you can retrieve your number on the receipt page of the application ([www.universityofcalifornia.edu/admissions/receipt](http://www.universityofcalifornia.edu/admissions/receipt)). If you submitted a paper application and have lost your ID number, call the Application Processing Center at 1-800-523-2048 (in CA) or 1-925-808-2181 (outside CA).

### **What courses should I include on the Application Update?**

The Application Update form is used to report the courses and grades of the term just **completed** and/or the courses **currently in progress or planned** in the terms immediately preceding the term of enrollment at the University of California.

### **Should I send in a paper form or an electronic form?**

The electronic form is preferred. If you submit your Application Update form electronically, **DO NOT** send in a paper form.

### **When is the deadline for the Application Update form?**

Application Update forms should be completed as soon as grades for the term just completed are available. Early submissions may expedite notification of admission.

Deadline for Winter Quarter/Spring Semester 2006 applicants – **September 23, 2005**

It is very important not to miss the deadline. Missing the deadline is likely to cause you not to be admitted, even if you would have been admitted otherwise.

### **What if I miss the Application Update deadline?**

Contact the Admissions Office at the campus(es) to which you applied.

### **If I fill out a paper Application Update form, where do I send it?**

We strongly urge all students to complete an online Application Update form to expedite processing. If this is not possible, an Application Update form may be mailed to:

University of California Application Processing Service  
ATTN: TRANSFER APPLICATION UPDATE SECTION  
P. O. Box 4010  
Concord, CA 94524-4010

Please allow 10 business days for processing.

### **What if I need more lines for my courses than the form allows?**

On the online form, list additional courses in the comments section(s).

If you are submitting a paper form, make additional copies of the form and add the courses under the respective terms. Be sure to include your name and application ID number on each form and number the forms (e.g., page 1 of 2, page 2 of 2).

**What if I use the printed form and need to report more than one school in a term?**

Make additional copies of the form and fill out a separate page for each school. Be sure to include your name and application ID number on each form and to number the forms (e.g., page 1 of 2, page 2 of 2).

**What is the Entry Level Writing Requirement?**

The Entry Level Writing Requirement (formerly known as the Subject A Requirement) is an English composition requirement that you must satisfy to graduate in any program at the University. Completion of a transferable college course of 3 semester (4 quarter) units in English composition with a grade of C or better is one way to satisfy this requirement. More information about this requirement can be found online ([www.universityofcalifornia.edu/admissions/transfer](http://www.universityofcalifornia.edu/admissions/transfer)) and in our publication *Answers for Transfers* (available at [www.universityofcalifornia.edu/admissions](http://www.universityofcalifornia.edu/admissions)).

**How do I know if my courses are transferable to UC?**

Students attending a California community college can check to see if courses are transferable to UC on the ASSIST website ([www.assist.org](http://www.assist.org)).

**What is IGETC?**

The Intersegmental General Education Transfer Curriculum (IGETC) is a series of courses prospective students attending California community colleges may complete to satisfy the lower division breadth/general education requirements for the University of California. For details, see [www.universityofcalifornia.edu/admissions/igetc](http://www.universityofcalifornia.edu/admissions/igetc).

**How can I confirm that my paper Application Update form was received?**

To confirm receipt of your form, visit the Application Status website (<https://www.ucapplication.net/ucap>) to review your personal information. A date should appear next to the item, "Transfer Application Update Form." Allow 10 business days for processing after you submit the form.

**Do I need to send a transcript?**

Unless specifically requested by a campus, a transcript is **not required prior to admission**. If you are admitted, you will be asked to submit official transcripts from all schools and colleges attended, including high school, regardless of your length of attendance or whether you believe the credit is transferable. Do not send a transcript in lieu of completing an Application Update form.

**Can I make changes to my initial Application Update form?**

You can revisit the Application Update website to update any in-progress or planned coursework after your initial submission of the form through the deadline date. After that date, contact the campus(es) to which you have applied.

**When will I find out if I have been admitted?**

Notification periods vary by campus. Contact the specific campus or check its website for more information.

**If I have other questions, whom should I contact?**

- For technical questions about using the online Application Update form, please contact the Central Application Processing Service:

In California: (800) 523-2048

Hearing-Impaired Callers: TTY (925) 521-9280

Outside California: (925) 808-2181

E-mail: [ucinfo@ucapplication.net](mailto:ucinfo@ucapplication.net)

*Please indicate you have a "technical problem using the online Application Update form."*

- For all other questions regarding the Application Update form, please contact the campus(es) to which you applied.