



OFFICE OF THE VICE PRESIDENT – STUDENT AFFAIRS

OFFICE OF THE PRESIDENT
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VICE CHANCELLORS FOR STUDENT AFFAIRS
CHIEF OUTREACH OFFICERS
ADMISSIONS DIRECTORS

Colleagues:

The University of California wishes to enroll on each of its campuses a student body that is broadly representative of high school students in California. To further this goal and to reach out more fully to academically qualified and talented students who may be interested in a UC education, I am providing guidance for completing the 2011-12 online application for undergraduate admission. As we approach the upcoming application filing period, the following information should be used by UC admissions and outreach staff when advising prospective applicants on the establishment of in-state residency for admission purposes.

While the University seeks to obtain complete information from all applicants and the application cannot be processed without certain essential information, other information requested in the application is used to expedite admissions processing but is optional and the application will be processed even if any of these questions are left blank.

Applications cannot be processed without the following information:

- Application term
- Applicant level at time of enrollment (freshman, junior transfer, etc.)
- Full legal name
- Country of Citizenship (“No Selection” is an appropriate response for students who may meet AB540 qualifications)
- Academic history (record of schools, courses and grades)
- Personal statement
- Electronic Signature

Students who are filling out an online application will be prompted immediately if any of these items are incomplete.

Additionally, the application may ask one or more of the following questions to establish California residency status for admissions eligibility purposes:

- When did you move to CA?
- If you are under 18, does your parent or legal guardian live in California?
- Is the school that you currently attend (or most recently attended) in California?
- Have you attended a California high school for two or more years?

- Is your parent, legal guardian, or spouse a UC employee at a location outside California (Washington D.C., Los Alamos, New Mexico, London, Mexico City, other)?

An applicant is considered a bona fide California resident for admissions eligibility purposes if the student has lived in California for at least 12 months or answers “Yes” to any one of the remaining questions. Students who qualify as bona fide California residents may be granted an undergraduate admission application fee waiver provided they meet the income and family size criteria similar to the National School lunch program eligibility.

Students should be advised that a resident classification for admissions purposes does not guarantee a resident classification for tuition purposes. For example, in order for a student to be eligible for exemption from nonresident tuition, the student must have attended high school in California for three or more years. The Residence Deputy on the campus where the student plans to enroll will determine the student’s enrollment fees.

If you need additional assistance in advising prospective applicants regarding the admissions application process, please feel free to contact me at (510) 987-9565 or at susan.wilbur@ucop.edu. Wishing you every success in the upcoming admissions cycle!

Sincerely,

Susan A. Wilbur
Director of Undergraduate Admissions

cc: Vice President Sakaki