

5 UCSB EAP- Class Registration Follow-up Sent November 16, 2018

Dear UCSB EAP Students,

This email contains answers to common questions you may have regarding course registration, as well as important reminders about other tasks at the end of this email.

Your course registration Pass 1 has ended and Pass 2 starts on **Monday, November 19 – December 3** in [GOLD](#) for classes in the College of Letters & Science.

If you are an **engineering** student you must enroll in at least 1 class in the College of Letters & Science during Pass 2, and you'll enroll in the College of Engineering courses after arrival. You should still contact the engineering advisors now.

For class registration and prerequisite clearance instructions please refer back to this email I sent you:

- 3 UCSB EAP- Class Registration & Prerequisite Clearance: for [College of Letters & Science](#) (all non-engineering students), or [College of Engineering](#)

What do I do if the course I want to take is full?

If a class you want is full now, don't worry, it is still possible that you could get into the class later through different ways. UCSB students add and drop classes frequently through their Passes, so spaces may become available. You may want to do all of these:

1. If a waitlist is available, join it. (See "How does the waitlist work?" below.)
2. Enroll in an alternative class. If you get into the class you want later, you can drop the alternative class. You can add and drop classes during your pass times. (See "Registration" in GOLD for add and drop deadlines). Contact your home university regarding alternative classes if you are not able to get into your first choices.
3. Even if the course is currently full, if it has prerequisites or restrictions you should still request prerequisite clearance in case space becomes available later. Follow the prerequisite clearance instructions to contact the undergraduate advisor in the department.
4. As a last resort, if you cannot add the class before school starts, you can try to "crash" the class during the first week of school. This is common for UCSB students, but it is not guaranteed to be successful. I will send more information about crashing later. For now, please follow all the other methods.

How does the waitlist work?

You may be able to add your name to the waitlist for a course that is full. Here is detailed information about the waitlist system: <https://registrar.sa.ucsb.edu/waitlist.aspx>.

You must be enrolled in at least 12 units to access waitlists. Enroll in alternative classes to reach 12 units, and you can "link" the classes to automatically drop one if you get into the waitlisted class you want (see the link above for details).

If you do not meet the requirements to add the course (for example, if you need to request prerequisite clearance) you may still join the waitlist, but you must have your prerequisites cleared before the Waitlist Auto-Add will enroll you in an available space.

You will be able to see your waitlisted classes under "Class Schedule" in GOLD, and you can see what number you are on the waitlist to the left of the course title. **If you notice you are moving backwards on the waitlist over time** please contact the undergraduate advisor in that department and me.

How many classes should I take?

The EAP exchange agreement and immigration regulations require you to enroll in a minimum of **12 units** each quarter.

We recommend taking 12 units your first quarter at UCSB. The quarter is a 10-week, very fast term. We also have more homework, assignments, quizzes, papers, and exams than you may be used to. Many EAP students are shocked by the

workload and fast pace, and need time to get used to it. 1 unit = approximately 3 hours of work per week (including time in and out of the classroom).

In Pass 2 you may enroll in up to 19 units, and in Pass 3 you may enroll in up to 21 units.

How many classes do I need to take in my major?

UCSB does not require you to take any classes in your major; you are welcome to take classes in any subject as long as you meet the prerequisites and restrictions for those classes. However, please ask your home university what kinds of classes you need to take to stay on track for your degree.

The class I want is for majors only

The GOLD system does not have a record of your major or the classes you have already taken at your home university, but I have sent a list of your UCSB majors to all of the departments. You will need to follow the same prerequisite clearance steps to get approval to enroll in a class restricted to majors only. If you are asked to drop the class because of your major, first send them your transcript to prove you have background in the subject and request approval to stay enrolled in it. The decision is up to the department.

How can I contact the undergraduate advisor?

First, find the appropriate academic department <https://www.ucsb.edu/academics/academic-departments-and-programs>. From the department website, click on "People", then "Staff" to find the name and email of the staff undergraduate advisor.

I haven't received a response regarding my prerequisite clearance.

Be sure to log into your [Umail](#) directly and regularly in case the undergraduate advisor contacts you for more information. Do not rely on uemail forwarding to your personal email. Please be patient, it can take a 1-2 weeks to receive a response. After a week, you can send another email politely asking if there is any additional information you can provide, and when you should expect a response. While you wait for responses, please enroll in alternative courses and you can drop it later if you get into the class you want.

Housing Reminder

You must secure housing before you arrive. Here are your [housing options and instructions](#).

Immunizations Reminder

Please complete and upload your TB and immunization information before arriving at UCSB. If needed, you can complete your immunizations here at UCSB after you arrive. Your winter registration will not be affected, but if you do not complete this requirement by February 6 you will be blocked from registering in spring classes. Here are your [immunization instructions](#).

UC Student Health Insurance – update!

UC Student Health Insurance for EAP Reciprocity Students will now begin coverage on January 3, 2019, the same day you are required to arrive at UCSB. The previous start of coverage date was January 6. The price of \$1,120 per quarter will remain the same.

All EAP Reciprocity students enrolled in UC SHIP (who do not successfully waive out of it), will be required to pay \$1,120 for UC SHIP for winter quarter by **January 11, 2019**. I will send payment instructions in a future email. Be prepared to pay this amount.

Waivers for UC Student Health Insurance

If your current health insurance will cover you while you are studying at UCSB, then you may be eligible to waive out of UC SHIP. However, there is strict criteria that must be met. Please follow the [waiver instructions](#), and you can submit your waiver request online to UCSB Student Health between **November 15 – December 15**. You may submit a late waiver request between December 16-25 but you will be charged a \$50 late fee.

DS-2019 Timeline

After you submit a required item on the [OISS International Student Portal](#) it will take up to 15 business days (Monday-Friday) for the UCSB Office of International Students and Scholars (OISS) to review your document. They will email you at your UCSB email account when each document is approved or a change is needed.

I recommend logging into your [UCSB email](#) directly, do not rely on it forwarding to your personal email address. Several students have reported that the forwarding is not reliable.

After all of your documents have been approved, it will take an additional 4-6 weeks for OISS to create your DS-2019. eShip Global will automatically send you an email when your package with your DS-2019 has been picked up from the UCSB OISS office and is on its way to you. Usually mailings will take 3-5 days to arrive. You need your DS-2019 to apply for your J-1 visa from your local US consulate or embassy.

If you have any questions about your DS-2019, visa, or other immigration topic please contact Carli Fowler at OISS at carli.fowler@sa.ucsb.edu

For easy reference, I've saved all the emails I've sent you so far on the [UCSB EAP Pre-Arrival website](#).

As always, please let me know if you have any questions.

Best,

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