



UCEAP APPLICATION TIPS

SUBMIT ONLY 1 APPLICATION (per EAP Term)

If you submit multiple applications, only the first one that you submit will be reviewed. The application portal timestamps your application submission actions. Cancel the applications for programs which you no longer have an interest.

REQUIRED!

COURSEWORK Section (Tab #4 - Academic Information)
Your application cannot be reviewed until this section has been fully completed.

Starting with the term in which your UCEAP application is submitted, list your current course work and all projected course work for each remaining term prior to your UCEAP departure, including summer. Include full course titles. Do not include work already completed.

Submitting application in:	List coursework for these terms:					
	Fall 2019	Winter 2020	Spring 2020	Summer 2020*	Fall 2020	Winter 2021
Fall 2019 (for programs beginning Summer/Fall 2020)	X	X	X	X		
Winter 2020 (for programs beginning Summer/Fall 2020)		X	X	X		
Spring 2020 (for programs beginning in Winter qtr 2021)			X	X	X	
Spring 2020 (for programs beginning in Spring Qtr 2021)			X	X	X	X

Coursework

Starting with the term in which your UCEAP application is submitted, list your course work and all projected course work for each remaining term prior to your already completed. If you are not certain about what you will take in the following terms, list your best estimate.

Course Title
Medieval Art & Architecture

Term
Winter

Academic Year
2019-2020

Course Number
105

Subject/Department
ARTHI

Suffix (if applicable)
P

Units
4

Full time students must list at least 12 units per quarter

If you are not certain about what you will take in the future terms, list your best estimate and if applicable, include prerequisite courses for your program.

*Only if taking summer courses.

TOTAL UNITS (Tab #4 - Academic Information)

Course	GradeEnr/Cd	Att Unit	Comp Unit	GPA Unit	Points	Addition
XXXXXXXXXX	XXXX	4.0	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	4.0	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	4.0	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	4.0	0.0	0.0	0.00	

Course	GradeEnr/Cd	Att Unit	Comp Unit	GPA Unit	Points	Addition
XXXXXXXXXX	XXXX	3.0	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	3.0	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	1.5	0.0	0.0	0.00	
XXXXXXXXXX	XXXX	5.0	0.0	0.0	0.00	

Transfer Work Undergraduate Total: 24.0
UC & Transfer Work Undergraduate Total: 38.0

Find the total overall units at the bottom of your transcript.

TOTAL UNITS

Total Units

Total Overall Units as Listed on Your Most Recent UC Transcript (include UC and transfer credit)*
38.00

List any Units that Have Not Been Added to Your Transcript*
0.00

Current and Projected In-progress Units as Entered in "Additional Course Work" Section Above (au)
41

Total Units at the Time Your Program Starts (auto-calculated)
79

Units listed in the "Coursework" section above should not be included. For most students, this number is 0. Examples of what to include:

- an incomplete that you will soon complete
- a pending grade that has not yet been reported
- units that have not yet shown up on your transcript

CLASS LEVEL (Tab #4 - Academic Information)

Locate your "total units at the time your program starts"

Standing	Units
Freshman	0-44.9
Sophomore	45-89.9
Junior	90-134.9
Senior	135.0 +

Use this table to translate what your class standing will be based on your units at the time your program starts.

Select the correct class level here

Class Level (based on number of units you will have completed by departure)*

Freshman

Junior

Senior

Sophomore

PASSPORT COPY (Application Instructions)

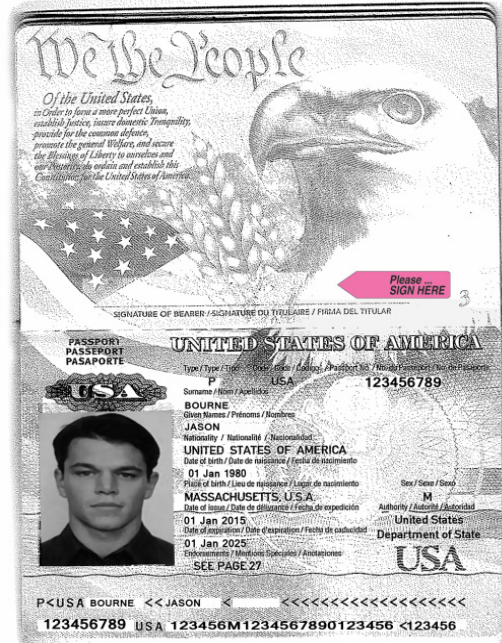
If your application requires this, upload a clear copy of your valid and signed passport. Do not upload copies of passports that have or will expire sooner than 6 months after your program ends, unless otherwise stated on your UCEAP application instructions. Do not upload copies of passport order receipts.

Example of a clear passport copy.
Make sure all numbers are clear and not cut off.
The copy should be a scan and not a picture.

APPLICATION INSTRUCTIONS AND REQUIREMENTS

**APPLICATION REQUIREMENTS AND INSTRUCTIONS FOR ITALY
UNIVERSITY OF BOLOGNA - YEAR**

1. Upload electronic copies of the following documents in the "Document Uploads" section of this application:
 - a. Most recent unofficial UC transcripts:
 - b. Unofficial JC/CC Transcripts (Only If):
Unofficial transcripts from other colleges or universities attended are required ONLY IF:
 - A. You have taken more than 2 semesters or 3 quarters of transfer credit from a specific college
 - B. You are a transfer student and have not yet earned UC grades; or,
 - C. You need to submit proof that you have completed an EAP language or course requirement
 - c. **Passport Copy:**
Legible scan (not photo) of your valid passport showing the pages with your photo, passport number, and name. If you do not currently have a valid passport, apply immediately. **SPECIAL PASSPORT NOTES: REAL ID** includes first, middle and last names - and any hyphenated names and/or titles.) **You will study in Italy.** If you are planning to leave the U.S. during this time, you may be able to acquire a new passport.
 - d. Statement Of Purpose: Complete the **Statement of Purpose** and upload.
 - e. Academic Planning Form:
Complete the **Academic Planning Form**, have it signed by the appropriate academic advisor(s).
 - f. Campus Statement of Understanding:
Complete the **Campus Statement of Understanding** and upload.



DEPARTMENTAL PRE-APPROVAL TO EXTEND - DPA (Application Instructions)

If the option to extend from one UCEAP term to another is available for your program, this will be listed on your application instructions.

APPLICATION INSTRUCTIONS AND REQUIREMENTS

**APPLICATION REQUIREMENTS AND INSTRUCTIONS FOR GERMANY
EUROPEAN STUDIES - FALL**

1. Upload electronic copies of the following documents in the "Document Uploads" section of this application:
 - a. Language Verification:
This program has a language requirement. If your other uploaded documents do not include language or your foreign language experience: Unofficial UC Transcript, Unofficial JC/CC Transcript, AP Exam score, German, upload a copy of your most recent unofficial transcript.
 - b. **Departmental Pre-Approval to Extend (DPA): Departmental Preliminary Approval to Extend (DPA)**
UCEAP encourages you to consider extending your study abroad experience. If you are interested in this application. Submitting a DPA does not commit you to extending; it simplifies the extension process if you do extend. Extension option(s) for this program: from fall semester to spring semester. Other combinations are not available.

Many students extend their participation while abroad!

- You are strongly encouraged to complete and submit the DPA. It must be signed by your academic advisor.
- If you're planning to graduate at the end of your EAP program, you must also obtain a signature from your College (L&S, Engineering, CCS).
- Submitting this form does not commit you to extending; it just makes the process of extending much easier for you.

DOCUMENT UPLOAD (Tab #6)

Select the correct upload document name!

For example:

- Application requires the "Statement of Purpose"
- Select "Statement of Purpose"
- Do NOT select "Campus Statement of Purpose"

File

Choose File No file chosen

One file only.
10 MB limit.
Allowed types: txt pdf jpeg jpg png.

Document Name

- Select a value -
- Select a value -
- Academic Planning Form
- Most recent official UC transcripts
- Unofficial JC/CC Transcripts
- Statement Of Purpose**
- Second Letter of Recommendation
- Resume/CV
- Research Proposal
- Portfolio
- Placement Form
- Passport Copy
- Other
- Official JC/CC Transcripts (Only If)
- Official JC/CC Transcripts
- Most recent unofficial UC transcripts
- Letter of Recommendation
- Campus Statement of Purpose

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 - c. Most recent unofficial UC transcripts:
From GOLD, select Grades in the top menu, then Transcripts & Verifications, then Unofficial Transcripts. It will download as a PDF to your computer, then upload it to this application.
 - d. Statement Of Purpose: Complete the **Statement of Purpose** and upload.
 - e. Academic Planning Form:
Complete the **Academic Planning Form**, have it signed by the appropriate academic advisor(s).
 - f. Campus Statement of Understanding:
Complete the **Campus Statement of Understanding** and upload.