University of California Intercampus Visitor Program

APPLICATION FORM

$70 Nonrefundable Fee Required. Payment made by check or money order should be made payable to The Regents of the University of California.

Before filling out this application, carefully read the instructions on pages 3–4.

SECTION A   PLEASE TYPE OR PRINT IN INK

1. **Name** (Use full name exactly as it appears on your current University records.)

   _____   _____   _____
   LAST NAME   FIRST NAME   MIDDLE NAME

2. **Student I.D. number**   3. **U.S. Social Security Number***   4. **Birthdate**

   _____   _____   _____
                                                                                                                 MM/DD/YYYY

5. **This is an application for the** _____ **campus for the** _____ **term, 20_____**
                                                             HOST CAMPUS   FALL/WINTER/SPRING   YEAR

6. **Currently enrolled at the** _____ **campus for the** _____ **term, 20_____**
                                                   HOME CAMPUS   FALL/WINTER/SPRING   YEAR

7. **Major (or proposed major) at home campus** _____   8. **Total units completed** _____

9. **Current level**   ☐ Freshman   ☐ Sophomore   ☐ Junior   ☐ Senior

10. **Mailing address** _____   11. **Telephone** _____
                                           NUMBER AND STREET

    _____
    CITY   STATE   ZIP

12. **Permanent address** _____   13. **Telephone** _____
                                              NUMBER AND STREET

                                                                                                                   14. **E-mail** _____
    CITY   STATE   ZIP   PLEASE USE YOUR UC CAMPUS E-MAIL ADDRESS

15. **Are you a California resident?** ☐ Yes ☐ No   16. **What is your country of citizenship?**_____

17. **If not a U.S. citizen, what type of visa do you hold?**_____

18. **Do you want to be considered for financial aid while you are a visitor?** ☐ Yes ☐ No

    If yes, you must apply for financial aid at the host campus (see instructions on page 3).

    If you currently receive financial aid, have a campus Financial Aid Officer sign here. _____
                                                                                                                                      FINANCIAL AID OFFICER

19. **Have you ever been a registered student at the host campus?** ☐ Yes ☐ No

    If yes, indicate all dates of attendance. _____

20. **Are you applying to a special program at the host campus?** ☐ Yes ☐ No

    If yes, indicate name of program. (Subject to approval of host campus.) _____

* The Social Security Number you provide on this form will be used by the University to verify your identity and will be reported to the Internal Revenue Service pursuant to the Taxpayer's Relief Act of 1997. Disclosure is mandatory. This notification is provided to you as required by the Federal Privacy Act of 1974. The University's record-keeping systems related to this application were established prior to January 1, 1975, pursuant to the authority granted to The Regents of the University of California under Article IX, Section 9, of the California Constitution. If you are a United States citizen and do not have a Social Security Number, apply for one through the nearest district Social Security Administration office and notify the Admissions Offices when you receive it. If you are not a United States citizen and live in another country, it is not necessary for you to secure a Social Security Number.

21. List the courses in which you wish to enroll at the host campus. (Be aware that scheduling problems or other circumstances may require substitutions. *Approval of this application does not guarantee enrollment in your proposed courses.*)

DEPARTMENT	COURSE NUMBER	UNITS	DEPARTMENT	COURSE NUMBER	UNITS
DEPARTMENT	COURSE NUMBER	UNITS	DEPARTMENT	COURSE NUMBER	UNITS
DEPARTMENT	COURSE NUMBER	UNITS	DEPARTMENT	COURSE NUMBER	UNITS

22. In the space below, provide a statement of valid academic cause for the program of study you wish to pursue at the host campus to which you are applying. (Note: Applicants to the Berkeley campus should use a separate sheet of paper. Be sure to put your full name at the top and attach it to this application.)

23. _____

SIGNATURE OF APPLICANT (IN INK)   PRINT NAME   DATE

SECTION B – Academic Approval of Home Campus

The student named in Section A is in good standing and is eligible to participate in the Intercampus Visitor Program for the

_____ term, 20 _____
FALL/WINTER/SPRING   YEAR

The courses listed   ☐ may   ☐ may not   be used toward specific degree requirements.

_____ Date _____
ACADEMIC DEAN, PROVOST OR DESIGNEE (AS REQUIRED)

Comments _____

SECTION C – Approval of Home Campus Registrar

Currently enrolled for the _____ term, 20 _____   Subject A/ESL: ☐ satisfied ☐ not satisfied
FALL/WINTER/SPRING   YEAR

☐ Resident for tuition purposes   ☐ Nonresident for tuition purposes

_____ Date _____
REGISTRAR, HOME CAMPUS

SECTION D – Approval of Host Campus Academic Dean/Provost and Registrar

The student named in Section A has approval to register as an Intercampus Visitor for the _____ term, 20_____
FALL/WINTER/SPRING   YEAR

_____ Date _____
ACADEMIC DEAN OR PROVOST (AS REQUIRED)

_____ Date _____
REGISTRAR, HOST CAMPUS

Comments _____

Intercampus Visitor Program

The Intercampus Visitor Program enables qualified under-graduates at the University of California to take advantage of educational opportunities at other University campuses. Students may take courses that are not available at their home campus, participate in special programs or study with a distinguished faculty member at another campus.

As a participant in the Intercampus Visitor Program, you may enroll at another campus, called the host campus, for only one term. For an exception to this limitation, consult the Registrar at your home campus and the host campus. Authorization from both campuses would be required for this exception.

Consult with your home campus academic adviser about the courses you wish to take at the host campus. Information about these courses can be found in the host campus's General Catalog. You also may want to consult with an adviser at the host campus to find out if there are any special prerequisites or requirements for any of the courses you plan to take.

If you are a senior, it is particularly important that participation in the Intercampus Visitor Program does not prevent you from meeting the academic residency requirement of your home campus.

> **To qualify as an Intercampus Visitor, you must be an undergraduate who has:**
>
> ◗ Completed at least one year of residence at your home campus and is currently a continuing student;
>
> ◗ Maintained a grade point average of at least 2.0 or the equivalent and is currently in good standing;
>
> ◗ Obtained the approval of the Dean or Provost, or a designee, of the college or school in which you are currently enrolled.

Please note that your application is subject to approval by the host campus, and that some campuses have additional requirements, which are described on the following page.

If you meet the requirements for the Intercampus Visitor Program and wish to participate, consult directly with the Intercampus Visitor Coordinator at your home campus and then complete the application form. (If you are interested in the Intercampus Simultaneous Enrollment Program – concurrent enrollment at your home campus and the host campus – please do not use this form. Contact the Office of the Registrar at your home campus for an application.)

Financial Aid

The host campus will be responsible for any financial aid you receive. *If you currently receive financial aid, have an officer from your home campus Financial Aid Office sign Item 18 on the Intercampus Visitor Program application.* If you are not a current aid recipient and wish to apply for aid for the term you plan to be an Intercampus Visitor, you must file a financial aid application at the host campus. *In either case, you are responsible for meeting the host campus financial aid application requirements and deadlines.*

Some campuses may require you to submit a copy of your home campus financial aid application or file. Other campuses may require that you direct the financial aid application processor to send data directly to the Financial Aid Office. You are encouraged to contact the host campus Financial Aid Office about its requirements as soon as possible.

Upon receipt and analysis of your financial aid application, the Financial Aid Office at the host campus will notify you about the availability of aid. The amount and types of aid for which you are eligible at the host campus may differ from what you receive at your home campus. Intercampus Visitors who are not on-time aid applicants at their host campus will receive aid only if host campus funds permit.

If your Intercampus Visitor Program Application is accepted by the host campus, you must notify the home campus Financial Aid Office immediately.

Home Campus Approval

Have the Dean or Provost of your college or school, or that person's designee, certify that you are in good standing and eligible for the Intercampus Visitor Program by completing and signing Section B of the application form. If you plan to take courses to satisfy specific degree requirements, approval of the Dean or Provost, or that person's designee, is required.

Completing the Application Process

After Sections A and B are completed, take your application to the Cashier's Office at your home campus and pay the processing fee of $70.

Submit the application to the Office of the Registrar at your home campus. The Registrar will verify your academic standing, complete Section C and forward your application and a copy of your transcript to the host campus.

If your application is approved, the Registrar at the host campus will notify you directly about registration procedures. (If you wish to withdraw from this program prior to or during the time of expected enrollment, please contact the Office of the Registrar at *both* your home and host campuses to avoid any financial aid or registration delays.) At the end of the term, the Registrar at the host campus will forward to your home campus a transcript of the coursework you completed as an Intercampus Visitor. The courses and the grades you earned will be recorded on your permanent transcript at your home campus.

Housing

Information about on- or off-campus housing should be requested from the Housing Office at the host campus.

Campus Requirements and Restrictions

Berkeley

◗ Applicants should be upper-division students with a declared major. Students must visit colleges or schools that are the same as, or equivalent to, the ones in which they are enrolled at their home campus.

◗ The uniqueness of the proposed program and its value to the student's major are the main considerations in evaluating applications.

◗ Applicants must present a letter of support from their major adviser or department chair endorsing the visit to Berkeley and indicating the worth of the proposed courses to the student's major.

Davis

◗ Intercampus Visitors may not take courses in the College of Engineering or the computer science and economics majors in the College of Letters and Science. There may be additional impacted areas that are not open to Intercampus Visitors.

◗ Applicants must present written confirmation of support or approval from the faculty adviser in their major.

Irvine

◗ Students must visit colleges or schools that are the same as, or equivalent to, the ones in which they are enrolled at their home campus.

◗ Intercampus Visitors may not take courses in dance and music in the School of the Arts, as those majors are impacted.

◗ Applicants must present a letter of support from their major adviser or department chair endorsing the visit to Irvine and indicating the worth of the proposed courses to the student's major.

Los Angeles

◗ Intercampus Visitors may not take courses in economics, the life sciences (which includes psychology), film and television production, the musical theater or acting tracks, or the physical sciences. There may be additional impacted areas not open to Intercampus Visitors.

◗ Applicants must submit a letter from their academic adviser verifying the academic worth of the proposed program at UCLA.

Santa Barbara

◗ Intercampus Visitors may not take courses in biology (EEMB and MCDB), communications, computer science, economics, law and society, psychology or sociology. There may be additional impacted areas not open to Intercampus Visitors.

◗ Applicants must present a letter of support from their major adviser or department chair endorsing the visit to Santa Barbara and indicating the worth of the proposed courses to the student's major.

Santa Cruz

◗ All incoming UCSC students, including Intercampus Visitors, receive letter grades. The Pass/No Pass option is available to students in good standing. For each course in which credit is earned, whether letter grade or Pass/No Pass, all students will also receive an evaluation.

◗ Applicants should specify on their applications the college they wish to enroll in and a description of their housing needs.

Application Filing Periods for the Intercampus Visitor Program*

Fall Quarter/Fall Semester	November 1–April 30
Winter Quarter/Spring Semester	July 1–October 1
Spring Quarter	October 1–January 1

*Exceptions are noted under Campus Requirements and Restrictions. Applications must be received by the host campus within the stated filing periods. Berkeley and Merced are on the semester system; all other campuses are on the quarter system.