



UNDERGRADUATE AFFAIRS
STUDENT ACADEMIC SERVICES

OFFICE OF THE PRESIDENT
1111 Franklin Street, 9th Floor
Oakland, California 94607-5200

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**HIGH SCHOOL PRINCIPALS
HIGH SCHOOL COLLEGE COUNSELORS
DISTRICT CURRICULUM COORDINATORS**

Dear Colleagues:

As UC does annually at this time of year, we are requesting that you update the list of courses offered by your school to meet the UC "a-g" subject area requirements. **If possible, please submit your updated 2005-06 course list to the University by the February 28, 2006 deadline.** We will process your submissions in the order received. We encourage you to submit as early as possible. As you know, the courses on your school's "a-g" course list are used by your students to establish eligibility for freshman admission to UC.

To submit updates, please use our submission web site (at www.ucop.edu/doorways/update). The site will be available for use beginning January 10, 2006, and remain open for updates through November 1, 2006. If, for some reason, you are unable to submit online, you may still send your updates to UC by mail.

Included in this packet, you will find important User ID and Password information to access the online update site. The online system allows you to work on updates over a period of weeks or months before submitting the completed update to UC.

We continue to work with our high school colleagues to improve the course list update process. This year, there are **several important changes** for the 2006-07 update cycle. Some reflect shifts in procedures; others reflect clarifications of policy. The most important changes are introduced below and explained more fully on the a-g Guide web site (at www.ucop.edu/doorways/guide).

Clarification in policy:

- 1. Online Learning / Distance Education.** Currently, UC accepts online courses delivered through UC College Prep Online and Cyber High. UC faculty is in the process of establishing a policy to determine the acceptability of courses offered by other online providers to meet the a-g requirements. Once that policy is established, it will be shared broadly. In the meantime, UC will recognize the completion of college preparatory online courses (not approved through UCCP and/or Cyber High) using the same practice it applies to other courses taken away from the high school site (e.g., at language schools, through summer extension programs, during study abroad programs, etc.). For students to benefit from the completion of these courses, the high school principal must certify that the course is comparable to college preparatory curriculum offered at the school site and ensure that the course and associated grades and credits are listed on the student's transcript. *Important Note: UC will not accept any online courses in the areas of laboratory science or visual and performing arts (VPA).*

Course List Accuracy Updates:

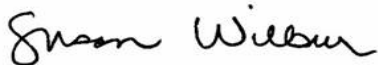
UC continues to improve the accuracy of schools' "a-g" course lists, ensuring that they are consistent with UC faculty policies. Changes that have occurred in the past year are summarized below.

1. **Categories.** UC has assigned a "category" to every "a-g" approved course on schools' UC-certified course lists. This category represents the specific subject requirement fulfilled by completion of the course. If you believe a course has been miscategorized, please make the appropriate revision during the course list update cycle. For example:
 - a. **SDAIE Courses.** If the course content of a SDAIE English course is equivalent to the standard English course it should be categorized as "English" rather than "English ESL/ELD."
 - b. **LOTE Courses.** If the academic rigor and content of a LOTE course designed for native speakers (e.g., Spanish for Spanish Speakers) is equivalent to a standard second year LOTE course, it should be categorized as "LOTE 2" rather than "LOTE 1."
 - c. **VPA Courses.** If a VPA course does not include a number (e.g., Art 1) or a level designation (e.g., introductory or advanced), it may very likely be categorized as "Intro VPA" rather than "Advanced VPA," or vice versa.
2. **SDAIE and Sheltered English, ESL/ELD.** According to UC policy, SDAIE and Sheltered English and ESL/ELD courses should be at the advanced level (i.e., CELDT 4 or 5). Lower level courses that were approved in the past have been removed from schools' "a-g" course lists. If you believe that removed courses should remain in the 'b' English or 'g' elective area, feel free to re-submit a complete course description for re-evaluation.
3. **Lab Science.** Earth Science, Physical Science, Environmental Science, and Integrated Science 1 courses in the "d" Lab Science area have been moved to the "g" elective area. These changes will affect students who take these courses in the 2005-06 academic year. If your school offers an advanced course in one or more of these areas (i.e., has appropriate science prerequisites and builds upon core knowledge from biology, chemistry, and/or physics), and you believe that they should remain in the 'd' lab science area, please re-submit a complete course description for re-evaluation.
4. **Visual and Performing Arts (VPA).** According to the 1999 policy and associated implementation timeline, all semester VPA courses have been removed from the "f" VPA area. Advanced level semester VPA courses have been moved to the "g" elective area, and introductory level VPA semester courses were removed from the list completely.
5. **Honors Courses.** We continue to work with schools to change course titles of AP and IB courses to reflect the standard titles designated by The College Board and the International Baccalaureate Organization, respectively. Please refer to the AP and IB program course lists on the Doorways web site (at www.ucop.edu/doorways/list) for standard titles and, if you have not done so already, make related adjustments during the upcoming course list update cycle. Second, we acknowledge that many schools still are not in compliance with the honors policy that limits the number of honors courses allowable on each school's "a-g" course list. Following last year's request for schools to voluntarily adjust their lists accordingly, UCOP staff is currently making the necessary adjustments for those schools that did not comply.
6. **Non-WASC Accredited Schools.** As per UC policy approved by faculty in 2002, the "a-g" course list of any school that is not WASC-accredited (or a candidate) by June 2006 will be removed from the Doorways database.

Finally, we wish to remind you that state law (SB 1339) emphasizes the “importance of making readily available to each high school pupil the list of courses...certified by the University of California as meeting admission requirements.” Your most current UC-approved course list can be downloaded and printed from the Doorways course list web site (at www.ucop.edu/doorways/list). In the admissions process, UC staff consults these lists to determine if courses that students report on their admission application, including honors courses, are UC approved.

We thank you for your continued cooperation and urge you to forward your comments and questions. If you have questions about the status of your list, feel free to contact our **High School Articulation Help Line at (510) 987-9570 or hsupdate@ucop.edu**. Throughout the year, please check the Doorways web site (at www.ucop.edu/doorways) for updates and information. Also, we plan to continue communicating with you via our *UC Notes* publication and e-mail lists. We encourage you to share this information broadly among your school staff.

Sincerely,



Susan A. Wilbur
Director of Undergraduate Admissions

Enclosures

cc: UC Admission Directors