

UNDERGRADUATE READMISSION POLICY AND PROCEDURES

Prepared for
University of California
Ensuring Transfer Success, Spring 2004

NOTE: For detailed information on undergraduate readmission policies and procedures, check with the campus contacts listed in this document or in the general catalogues of each campus.

GENERAL DEFINITIONS

READMISSION - Undergraduate students who would like to return to the University after an absence of one or more terms, need to complete an undergraduate readmission application, file it with the appropriate office, pay a nonrefundable \$40 application fee, meet the published deadlines, and include official transcripts for work taken at other institutions (including University extension).

ACADEMIC STANDING - A student is considered in good academic standing if they maintain at least a 2.0 UC GPA and they make normal progress (at a satisfactory rate) toward the degree.

LEAVE OF ABSENCE - Upon completing at least one quarter at UC, a student may request a leave of absence on the petition for Withdrawal/Leave of Absence if the student is not subject to disqualification. A leave of absence requires approval from the school/department.

LAPSE OF STATUS - A student's status may lapse for the following reasons: failure to pay required student fees by the prescribed deadline; failure to respond to official notices; failure to settle financial obligations when due or to make satisfactory arrangements with the Cashier's Office.

A student who becomes subject to a lapse of status is given advance notice and ample time to deal with the situation. A student who fails to respond to the notices will have a "hold" placed on all of their records.

SUBJECT TO PROBATION - Students who fail to make normal progress are subject to being placed on probation by the faculty of their academic unit. A student whose UC GPA is below a 2.0 for that quarter or the cumulative UC GPA is less than a 2.0 is subject to probation.

SUBJECT TO ACADEMIC PROBATION - Students who have completed two consecutive quarters on academic probation without having achieved normal progress are subject to disqualification. In addition, a student with a UC GPA that falls below a 1.5 for any quarter is subject to disqualification.

SUBJECT TO ACADEMIC DISQUALIFICATION - Probation is not a necessary step before disqualification. If a student becomes subject to disqualification, the responsible faculty authorities of the student's school will carefully review the complete record of grades and other accomplishments. A student who has been academically disqualified from the University or who has left the University while on probation or was subject to disqualification, must apply for readmission. To transfer from one University of California campus to another, a student who has been disqualified or who is on academic probation must obtain the approval of the appropriate faculty or its designated agent, into whose jurisdiction the student seeks to transfer.

CAMPUS-SPECIFIC INFORMATION

Campus	Application Deadline			Fee	Campus Contact
	Fall	Winter	Spring		
UC Berkeley www.berkeley.edu	June 1	n/a	Nov 1	\$40	Office of Undergraduate Admissions 110 Sproul Hall #5800 Berkeley, CA 94720-5800 (510) 642-0734
UC Davis www.ucdavis.edu	June 1	Oct 1	Jan 1	\$40	Office of the University Registrar 12 Mrak Hall Davis, CA 95616 (530) 752-2973
UC Irvine www.reg.uci.edu	Aug 1	Nov 1	Feb 1	\$40	Registrar's Office 215 Administration Bldg. Irvine, CA 92697-4975 (949) 824-6124
UC Los Angeles www.ucla.edu	Aug 15	Nov 25	Feb 25	\$40	Registrar's Office 1113 Murphy Hall Los Angeles, CA 90095-1429 (310) 825-1091
UC Merced www.ucmerced.edu	First Entering Class Fall 2005 Semester				
UC Riverside www.ucr.edu	Aug 15	Nov 25	Feb 25	\$40	Office of the Registrar 1100 Hinderaker Hall Riverside, CA 92521 (909) 787-7284
UC San Diego www.registrar.ucsd.edu	Aug 23	Dec 6	Feb 2	\$40	Office of the Registrar 301 University Center La Jolla, CA 92093-0021 (858) 534-3152
UC Santa Barbara www.registrar.ucsb.edu	Nov 30	July 31	Oct 31	\$40	Office of the Registrar 1105 Student Affairs/Admn. Santa Barbara, CA 93106 (805) 893-3592
	Deadlines subject to closure without notice				
UC Santa Cruz www.ucsc.edu	July 31	Oct 3	Jan 31	\$40	The readmission application is available from each college office and it should be filed with the Office of Admission.