

SPRING 2018 TRANSFER ADMISSIONS CHECKLIST

- ☐ **BY NOV. 1 – Submit your Statement of Intent to Register (SIR) by the priority deadline.**
 1. Visit the UC Merced student portal at my.ucmerced.edu.
 2. Claim your UCMNetID and create your personal password.
 3. Submit your SIR and, if applicable, your nonrefundable \$250 deposit. Do this by following the instructions on your “myAdmissions” personal application status page.

- ☐ **BEFORE NOV. 1 – Visit our campus.** If you’ve never been to UC Merced or if it has been a while, come see what’s new! To schedule a tour, visit tours.ucmerced.edu, or join us on Oct. 21 for UC Merced’s Homecoming/Open House. For information about the event, visit admissions.ucmerced.edu/openhouse.

- ☐ **EARLY NOVEMBER – Register for Orientation.** Mandatory New Student Orientation will take place in December, and you must submit your SIR before you can register. At Orientation, you will receive academic advising about the courses you registered for. Orientation fees are \$100 per student and \$90 per parent/guest. For more information and to register, visit orientation.ucmerced.edu.

- ☐ **STARTING NOV.1 – Apply for housing.** Incoming transfer students are encouraged to visit housing.ucmerced.edu to see their options for spring 2018 housing. The spring housing application deadline is Jan. 5, 2018.

- ☐ **EARLY DECEMBER – Register for classes.** You will register for classes on the my.ucmerced.edu portal prior to attending Orientation. Your advisor will recommend courses based on your intended major, provide how-to resources for navigating the online system, and alert you to other requirements to ensure you are prepared for registration.

- ☐ **BY JAN. 6, 2018 – Send your final transcripts.** Ensure that final, official transcripts from all high schools and higher education institutions you have attended are submitted to the Office of Admissions. **Transcripts must be postmarked or electronically submitted on or before Jan. 6, 2018.** We recommend that you request your transcripts as soon as possible. Arrange for all documents to be sent to **UC Merced Office of Admissions, 5200 N. Lake Road, Merced, CA 95343-5603.** (For a list of participating electronic transcript providers, visit c.ucm.edu/transcript.) Be sure to notify us if you are having difficulties getting your transcripts sent. Check the my.ucmerced.edu portal frequently to confirm that we have received your official documents and to review your checklist for any unresolved items.

- ☐ **BY JAN. 6, 2018 – Send your official test scores.** Ensure that official scores for ALL exams you have taken are submitted to the Office of Admissions. You can confirm that we received your official ACT and/or SAT scores by logging in to your UC application at admissions.universityofcalifornia.edu/applicant/login.htm. Do this frequently until you have confirmed that all official test scores have been received. Official scores for other tests, such as Advanced Placement (AP) and International Baccalaureate (IB) examinations, must be sent directly to the Office of Admissions. If you are an international applicant and have attended school outside of the U.S., please visit the my.ucmerced.edu portal to view any external exam scores the Office of Admissions requires. These include A-level exams or English language proficiency exams such as TOEFL or IELTS. We recommend that you contact test agencies now to have your official scores sent to our office.

- ☐ **KEEP IT UP – Maintain your academic program.** Complete all courses you indicated as “in progress” or “planned” with grades of C or better, unless the selection criteria for your major indicates otherwise. If you receive a C-, D, F, W, NP or NC for any class or change your course schedule, notify the Office of Admissions immediately by submitting a Transfer Academic Update (TAU) if it is by Sept. 15, or by posting the changes to “myCourseUpdates” in the my.ucmerced.edu portal Sept. 16 and thereafter.