High School Summer University Student & Parent Checklist

UC Santa Cruz High School Summer University is an on-campus program that takes place during Summer Session 1. Students attend on-campus classes and can either commute to campus or live in the residence hall. The following checklist will help guide you. Do call or email our office at any point with questions or concerns.

GETTING STARTED

- Register at [https://summer.ucsc.edu/high-school/high-school-registration.html](https://summer.ucsc.edu/high-school/high-school-registration.html), open April 1 - June 1.
- Pay the nonrefundable $50 registration fee. Once submitted, it can 3-5 days to process your registration.
- Submit your completed Verification Form (final due date June 5).
- If you are coming from a high school outside of the United States, to attend, you will need to obtain an F-1 or J-1 student visa or be currently in the U.S. holding F-1 or J-1 student status. Email [highschoolsummer@ucsc.edu](mailto:highschoolsummer@ucsc.edu) about submitting Visa documents and English language proficiency requirements.
- If you attended in the past, you must register again to get your accounts set up for summer.

Until you complete these steps, you cannot enroll in courses.

ENROLLING IN CLASS

- Review the list of UCSC courses compiled by our academic advisers as ideal for high school students. Some additional courses may be appropriate but require pre-approval.
- All courses are academic credit bearing; your grades will be on your permanent academic record.
- Enroll in a class May 1 - June 8.
  The system will allow a student to add a class later than June 8, but to be eligible for the 50% high school discount, you must be enrolled by our deadline. We will communicate with students based on their June 8 enrollment. If you make changes after this date, you must email us.

HOUSING & DINING

- Apply for housing and dining plan (if you intend to live on campus). Applications open May 1 through the [Housing Office](https://summer.ucsc.edu) and should be completed after you enroll. Move in is June 21; move out is July 25.
- Email your flight itinerary to [highschoolsummer@ucsc.edu](mailto:highschoolsummer@ucsc.edu) if you would like an airport pick up (June 21) and drop off (July 25). Requests due by June 10.
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PARKING/TRANSPORTATION

- Apply for a parking permit (if you intend to have a car on campus). Applications are through the Transportation and Parking Services office.

- If you need a Metro pass, your Slug Card (student ID card) will serve as a bus pass.

ACADEMIC DEADLINES

- Make note of the academic deadlines on our calendar to add, drop, request a W in one course, withdraw from the quarter, or change a grade option. Don't miss a deadline!

  Deadlines Session 1 - June 22 - July 24
  • Add - Thursday, June 25
  • Drop - Monday, June 29 (tuition reversed*)
  • Change Grade Option - Friday, July 10
    (this is to change from a earning letter grade to instead receive either a “Pass” or a “No Pass”)
  • Request "W" Grade - Friday, July 10  (no tuition reversal)
    (this is to withdraw from a course, to receive a W and not complete the class)

If at any point you enroll, then drop all credits, you are charged a non-refundable $50 cancellation fee.

WAIVERS

- Submit Waiver Packet online by June 15. Waiver Packet will be emailed to students and parents.

PAYMENT

- Payment information is on our website. You can pay via credit card, eCheck, or in person at the SBS Financial Service Center.

- To authorize a Parent/Other payers who can then view a student eBill/make payments, invite an "other payer/ create parent pin" at My UCSC > UCSC eBill/ePay

- You can start paying any time after charges post to your MyUCSC account. If your account says "Future," it is likely because you enrolled between billing statements, and will have to wait until the next billing statement to pay (there is no penalty for this).

CANCELLATION

highschoolsummer@ucsc.edu

831-459-5373

2/19/20
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- If you register and then decide you won’t be attending email highschoolsummer@ucsc.edu, and we will cancel your registration (there is no $50 registration fee refund).

- If you have enrolled in any summer courses, drop them in your student portal. You MUST DROP yourself. Instructors do not drop students for not attending or not paying. If you do not drop courses, you will be responsible for the tuition and academic consequences, i.e., you will receive an F.