International Freshmen Student Handbook

WHAT IS A UCInetID?

Your UCInetID is your key to online services at the University of California, Irvine. Many online services, including Webmail, WebReg, EEE, and numerous others, require you to use your UCInetID and password in order to log in.

Your UCInetID is for your individual use only. Do not share your password with anyone.

Activate your UCInetID - Please visit: http://activate.uci.edu/activate/menu.html

- You will need your Student ID number (8 digits), date of birth, and the last 4 digits of your Social Security number.

Gmail (E-mail) - To access your UCI email account, you must first activate your UCInetID. Note that all official notices and emails will be sent to this email address.

- http://www.google.uci.edu/email.html

- Login with your UCInetID and password.

Writing E-Mails

Things to remember when you email academic counselors, professors, and other UCI staff/faculty.

1. Please use your UCI email address. To protect your privacy, many UCI offices will only respond to messages from UCI e-mail accounts.

2. Identify yourself. Please include your FULL-NAME, your MAJOR, and your UCI ID NUMBER.

3. Please only email one person in an office or email our office email at socsci@uci.edu.

4. Check your UCI email often. Lots of important information will be sent to this email.

5. Some advising issues really need to be handled in person. We may ask you to make an appointment to discuss your questions or ask you to walk-in to our office.

6. Delete unwanted/old messages. If you do not read your UCI email regularly and clear out old messages and spam, your inbox will fill up and important email messages may be returned and undelivered.

7. Be professional and nice. Treat emails as a formal communication—do not use text messaging abbreviations, slang, four-letter words, etc. if you want to be taken seriously.

8. Be patient. We cannot respond to all emails right away, so make sure you give us plenty of time to answer your question. If you really in a hurry to get an answer, come to our office.

Schedule of Classes (WebSOC)

Schedule of Classes is accessible from http://www.reg.uci.edu. Available online in Week 6 for the upcoming academic quarter.

To find:
Major courses: Select appropriate department, then click "Display Web Results"
General Education courses: Select GE category, then click "Display Web Results"

When selecting courses, pay attention to times, dates, and places. Also write down the 5 digit code which you will need to register through WebReg.

When there are different types of courses listed under the "Typ" column, you must enroll in one of each type to maintain your enrollment in the course. Note if there is more than one lecture offered, you must select the corresponding co-class to enroll (See picture on the next page).

Soc Sci 3A COMP RES IN SOC SCI

Code	Type	Sec	Units	Instructor	Time	Place	Final	Max	Enr	WL	Req	Nor	Rstr	Textbooks	Web	Status
70100	Lec	A	4	HULL, J.	TuTh 3:30- 4:50p	BS3 1200	Tue, Dec 16, 4:00-6:00pm	376	0	n/a	0	0		Bookstore		OPEN
70101	Lab	1	0	STAFF HULL, J.	WF 2:00- 3:20p	SBSG 1241		46	0	n/a	0	0		Bookstore		OPEN
70102	Lab	2	0	STAFF HULL, J.	TuTh 5:00- 6:20p	SBSG 1241			0							OPEN
70103	Lab	3	0	STAFF HULL, J.	TuTh 6:30- 7:50p	SBSG 1241			0							OPEN
70104	Lab	4	0	STAFF HULL, J.	WF 5:00- 6:20p	SBSG 1241			0							OPEN
70105	Lab	5	0	STAFF HULL, J.	WF 11:00-12:20p	SBSG 1241			0							OPEN
70106	Lab	6	0	STAFF HULL, J.	WF 9:30-10:50	SBSG 1241			0							OPEN
70107	Lab	7	0	STAFF HULL, J.	WF 3:30- 4:50p	SBSG 1241			0							OPEN
70108	Lab	8	0	STAFF HULL, J.	WF 12:30- 1:50p	SBSG 1241		24	0	n/a	0	0		Bookstore		OPEN
70109	Lab	9	0	STAFF HULL, J.	WF 8:00- 9:20	SBSG 1241		48	0	n/a	0	0		Bookstore		OPEN
70120	Lec	B	4	SHIREY, P.	MWF 2:00- 2:50p	SSLH 100	Fri, Dec 19, 1:30-3:30pm	372	0	n/a	0	0		Bookstore		OPEN
70121	Lab	1	0	STAFF SHIREY, P.	TuTh 11:00-12:20p	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70122	Lab	2	0	STAFF SHIREY, P.	TuTh 3:30- 4:50p	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70123	Lab	3	0	STAFF SHIREY, P.	WF 11:00-12:20p	SBSG 241		33	0	n/a	0	0		Bookstore		OPEN
70124	Lab	4	0	STAFF SHIREY, P.	WF 8:00- 9:20	SBSG 241		45	0	n/a	0	0		Bookstore		OPEN
70125	Lab	5	0	STAFF SHIREY, P.	TuTh 2:00- 3:20p	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70126	Lab	6	0	STAFF SHIREY, P.	MW 6:30- 7:50p	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70127	Lab	7	0	STAFF SHIREY, P.	TuTh 9:30-10:50	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70128	Lab	8	0	STAFF SHIREY, P.	TuTh 12:30- 1:50p	SBSG 1241		45	0	n/a	0	0		Bookstore		OPEN
70129	Lab	9	0	STAFF SHIREY, P.	WF 9:30-10:50	SBSG 241		24	0	n/a	0	0		Bookstore		OPEN

NOTE: Section A(Code 70100) lecture and section A1-A9 (Codes 70101-70109) labs. An attempt to enroll in lecture 70030 (Section A) and lab 70129 (Section B2) will result in the message "**CO CLASS MISMATCH**". You will be dropped from the class once you log out of WebReg, if fail to correct the enrollment error.

Key Terms

Open: Class is open to all students who meet the prerequisites (if any)

Waitlist: The maximum class enrollment has been reached but students may waitlist the course so that if any currently enrolled student drops the course, the waitlisted students will be automatically enrolled.

Full: Enrollment and waitlist positions are full. Student cannot electronically enroll in the course.

Column Definitions, Building Abbreviations, Restriction Codes, and Campus Map are conveniently located at the bottom of each WebSOC results page.

Class Registration (WebReg)

WebReg is accessible from http://www.reg.uci.edu. UCInetID and password required. Use WebReg to enroll in classes and make schedule changes during the registration period and the adjustment period. WebReg is available from 6:00 AM to 4:00 AM daily, with occasional down times for special circumstances such as final grade update.

After logging in with UCInetID and password, you should see a similar menu as shown in the following page.

Video Tutorial: http://youtu.be/IzOLwzxCxG0

FALL Quarter Menu   [Logout]

| [Enrollment Menu] | Add, drop, or change your course enrollment. |
| [Wait list Menu] | Add or drop courses on the Wait List. |

Enrollment Information

[Enrollment Window]	Display the date and time you can first enroll through WebReg.
[Fee Status]	Display whether your fees have been received.
[Study List]	Display your class schedule.

Enrollment Window

(Viewable Monday of Week 7 for upcoming academic quarter)

- Indicates first time you are allowed to enroll in courses.

- When your Enrollment Window opens, you have continuous access to the Enrollment Menu for the next 48 hours.

- After the 48 hours, you may only access WebReg between the hours of 7:00 PM to 7:00 AM.

Fee Status

- Indicates the last day fees are due and whether you have paid them.

Note: *if you fail to pay by the deadline, you will be dropped from all of your classes.*

Study List

- Displays courses currently enrolled in.

Enrollment Menu
How to Enroll in Courses

Enrollment Menu   [Logout]

[Show Study List]   [Go to Wait List Menu]   [Return to Main Menu]

[Send Request]   [Reset]

Request	Course Code	Grade Option	Variable Units	Authorization Code
⊙ Add ○ Change	44215	☐ 1=Grade, 2=P/NP	[ ]	[ ]
○ Drop ○ List Open Sections	[ ]	Optional: Grade Option, Variable Units, Authorization Code		

| | Show Study List | | Go to Wait List Menu | | Return to Main Menu | |

| | Send Request | | Reset | |

Request	Course Code	Grade Option	Variable Units	Authorization Code
○ Add ○ Change		☐ 1=Grade, 2=P/NP		
○ Drop ○ List Open Sections		Optional: Grade Option, Variable Units, Authorization Code		

N O T E - You must successfully enroll in all co-classes of a course during the same WebReg session or you will be dropped from the entire course upon logout. To remain enrolled in this class, you must also enroll in:
DIS

You have TENTATIVELY ADDED:

```
Crse              Crse    Sec        Grd
Code_  Dept___    Num_ Typ Num Unts Opt    Days_   Time_____    Bldg Room

69000 SOCIOL        1 LEC   A  4.0  GR      T T   12:30-01:50    SSLH 100
```

- To enroll: Select "Add", input the 5 digit code from WebSOC, and then click "Send Request."

- To drop: Select "Drop", input the 5 digit code from WebSOC, and then click "Send Request."

- To change grade option/units: Select "Change", input the 5 digit code from WebSOC and change request, and then click "Send Request."

- Once changes have been submitted, the system will indicate if further action is needed or if there are any problems. As the following image demonstrates, enrollment in Sociology 1 is not complete until the student enrolls in the corresponding discussion section.

Waiting List Menu

- When courses have reached the maximum enrollment, students may waitlist the course if the option is indicated on WebSOC. When you waitlist a course, you are not enrolled but rather placed on a list of students who will be automatically enrolled based on their order on the waitlist as enrolled students drop the course.

- Similar to the Enrollment Menu, in order to remain waitlisted for a course you must waitlist each type of class offered.

- You will be informed through your UCI email if you are enrolled in the course. Make sure to check your UCI email regularly.

- If you no longer wish to enroll in the course, please remove yourself from the waitlist to avoid being accidentally enrolled in the course should enough enrolled students drop. It is your responsibility to make sure that your official class schedule accurately reflects the courses you are taking.

Automatic log off* will result if
Exceeding the maximum time (3 minutes of idle time and 12 minutes of activity) Minimizing the window Hitting the <BACK> button *An automatic log off may result in a delay in disconnecting WebReg from a record resulting in the message "Student record in use, please try again in a few minutes." If this happens, wait about 3-5 minutes then try again*

Student Billing System

Current Account

This is the Current Account view you'll see on ZOT Account Online. It shows the status of your registration fees, previous and current balances, future credits and debits, minimum amount due, as well as details of all transactions.

You will not receive any paper bills. Instead, it is your responsibility to check your bills on-line at
🌐 https://zotaccount.uci.edu/

Billing Statements (ZOTBills)

Billing statements, called ZOTBills, are produced monthly for accounts that have activity or have balances greater than zero. If your account has a balance due or has had activity, your UCI email account will receive an email message reminding that you can view your most recent monthly bill, your current account information, and pay your bill electronically on ZOT Account Online.

If your account had no activity and the balance due is $0.00, you will not receive an email, but you can view account information on ZOT Account Online twenty-one hours a day, seven days a week. Your ZOTBill is what you see in the Current Account view on ZOT Account Online.

Contact Campus Billing Services:
☎ (949) UCI-BILL (824-2455)

Payment Instructions

The Amount Due on the ZOTBill is the minimum payment amount required. Payments can be made electronically from your ZOT Account Online, or by check or money order drawn on U.S. funds and made payable to the REGENTS OF THE UNIVERSITY OF CALIFORNIA or UC REGENTS. Payment must be received by the Cashier by the due date to avoid late charges and other potential consequences.

Contact Central Cashier: ☎ (949) 824-6916

Registration and Enrollment

Registration fee payment (either electronically or by check or money order along with a payment stub from your ZOT Account Online) must be received by the Central Cashier by 4:00 PM Pacific time on the fee deadline date. If the full amount of registration fees is covered by financial aid or a combination of aid and waivers, and you have enrolled in the Minimum Required Units (MRU), your fees will be paid automatically. If you have partial fee coverage, submit the amount due to the Central Cashier. Failure to meet the fee payment deadline will cause classes added via WebReg to be dropped and late service charges to be assessed.

Contact Registrar: ☎ (949) 824-6124

Health Insurance

Undergraduate Student Health Insurance

As required by the UC Regents, all undergraduate students are assessed for health insurance as part of their student fees. If you have comparable, verifiable health insurance, you may apply for an exemption (waiver) of this fee using an electronic form available on ZOT Account Online. All waiver applications are handled through ZOT Account Online and instructions are provided. Waivers are due the Friday preceding the fee payment deadline. Additional information on the waiver process is available from the Student Health Center.

Contact Student Health Center Insurance Office:
☎ (949) 824-7093, ☎ (949) 824-4042, or ☎ (949) 824-9415

Student Access

Through Student Access, students can view and update their information including past and present coursework, address, view grades, etc.

🌐 http://www.reg.uci.edu/access/student/welcome/

How long do I have to Add/Drop/Change Classes?
To drop or add or change the grading option on a course, you use WEBREG at http://www.reg.uci.edu/registrar/soc/webreg.html

Dropping a Course
The deadline to DROP a course is Friday at 5:00 PM of week 2 in the current quarter.

Adding a Course
The deadline to ADD a course is Friday at 5:00 PM of week 2 in the current quarter.

Changing a course grading option (Grade to Pass / No Pass or Pass / No Pass to Grade)
For majors in the School of Social Sciences, the deadline to change your grading option is by 5:00 PM of week 6 in the current quarter. The Dean's approval will not be given after week 6. Beginning week 3, you will have to submit this request through Student Access -> Enrollment Exception.

When can I re-take a class? How many can I re-take?

- If you receive a grade of "C-" or lower, you can repeat a course.

- The more current grade you receive will replace the original grade in the overall GPA calculation. Original grade will remain on your transcript.

- First 16 units of courses repeated will replace the original grade in the overall GPA. Courses after the 16 units will be averaged.

Social Sciences Graduation Requirements
What do you need to graduate?

University Requirements

UC Entry Level Writing
UC Entry Level Writing can be completed by passing Writing 39A. To take Writing 39A, you will complete courses in Academic English. That will be discussed in another section.

American History & American Institutions

- American History can be met by completing History 40A, History 40B, or History 40C with a grade of C or better or a P for pass (if taken for P/NP)

- American Institutions can be met by completing Political Science 21A with a grade of C or better or a P for pass (if taken for P/NP)

- If you need to complete both American History and American Institutions, they can both be met by completing History 40A, History 40B, AND History 40C with grades of Cs or better in each course or P for pass (if taken for P/NP)

Unit
A total of 180 quarter units are required to graduate.

Grade
A minimum grade point average of at least "C" (2.0) is required overall and in all of the courses required for the major.

Grades and Pass/No Pass (P/NP)
ALL major classes and math courses must be taken for a LETTER GRADE only.

General Education classes and American History & American Institution classes can be taken for P/NP.
You can take up to 4 units per quarter as P/NP.

Residence
At least 36 of the final 45 units completed by a student for the bachelor's degree must be earned in residence at the UCI campus.

School of Social Sciences Requirements

Math
- All math courses must be taken for grades
- All three-courses sequences
  - ✓ Math 2A-B AND Stats 7
  - ✓ Anthropology 10 A-B-C
  - ✓ Psychology 10A-B-C
  - ✓ Social Science 10 A-B-C
  - ✓ Sociology 10 A-B-C

- Business Economics and Economics majors: Math 2A-2B-4 AND Econ 15A-15B-122A

- Quantitative Economics majors: Math 2A-2B-4-3A and Statistics 120A-120B-120C

- May NOT take Social Science 9 A-B-C to fulfill mathematics requirement

Computer
- One of the following courses: ICS 31 or Social Science 3A or Psychology 114M

Academic English

You will be required to take the **Academic English Test** and complete the appropriate Academic English (AcEng) courses before you can take Writing 39A.

Who needs to take the Academic English Placement Test?

General guideline:

A student is required to take the AcEng test if his/her first or native language is not English **AND**:

- ✓ has scored 430 or less on SAT Reasoning Test (Writing section) or did not take this test

- ✓ Analytical Writing Exam result indicates that AcEng test is necessary/needed

- ✓ student is an international student and has not satisfied the ELWR Requirement (if you think you have satisfied it in another way, contact academic counselor)

When should a student take the Academic English Test?
As soon as possible! It is best to take the Academic English Test as soon as you see that it is offered so that you have improved course options. Check the Testing Center website for dates and to sign up for your test: www.testingcenter.uci.edu.

Please remember that the Academic English Test may only be taken one time.

The AE test may not be repeated.

What happens after the test?
Within a few weeks after the exam, you should be able to check your results.

A student can be placed into:
- Ac Eng 20A – 5 units (P/NP only)
- Ac Eng 20B – 5 units (P/NP only)
- Ac Eng 20C – 5 units (P/NP only)
- Ac Eng 20D – 5 units (P/NP only)
- Ac Eng 22A: Academic English Reading and Vocabulary – 2 units (P/NP only)

AcEng 22A: This is a READING course. Not all students will be required to take AcEng 22A. A student is required to take AcEng 22A if the AcEng test score shows that he/she needs extra help in reading. This course can be taken along with any of the AcEng 20A/20B/20C/20D courses that he/she placed into.

AcEng 20A/20B/20C/20D: Student must enroll in required AcEng course no later than the 2nd quarter (Winter Quarter of 1st year!). Students are required to complete these courses within six quarters and before they enroll in the Writing 39 series.

A student can only have a maximum of 12 units of Academic English courses that will count towards graduation.

General Education Requirements
Please refer to the General Catalogue for a complete list of courses.

General Catalogue
You can find course descriptions for all classes, UCI's policies & procedures and a lot of other important information in the General Catalogue http://catalogue.uci.edu/

I.   Writing (2 lower-division courses plus 1 upper-division course)

  - Need (2) lower division courses and (1) upper division course.
  - Must be making progress with Academic English courses and lower division writing every quarter.
  - Courses for writing must be completed with a minimum grade of "C" or better OR P for pass (if taken for P/NP)

II. Science and Technology (3 courses)
     Students must complete three courses from the approved list in the General Catalogue.

III. Social and Behavioral Sciences (3 courses)
     This category is satisfied by majoring in the School of Social Sciences

IV. Arts and Humanities (3 courses)
     Students must complete three courses from the approved list in the General Catalogue.

V.   A: Quantitative Literacy and B: Formal Reasoning (3 courses)
     This category is satisfied by completing the School of Social Sciences Math Requirement

VI. Language Other Than English (up to 3 courses)

Can be met prior to UCI entrance by:
  - 3 years of Foreign Language in high school (must have "C" average in the last year).
  - AP score of 3, 4 or 5 in a language other than English
  - SAT II score of 570 or better (500 or better in Modern Hebrew)

At UCI, can be satisfied by:
UCI Exemption Exam (Contact the UCI Testing Center www.testingcenter.uci.edu)
Satisfaction of the 1C level of a language other than English
EAP approved course of study
NOTE: Chicano/Latino Studies majors must take Spanish 2A and International Studies majors must complete the 2B level of one language other than English for a letter grade.

VII. Multicultural Studies (1 course)

VIII. International/Global Issues (1 course)

Overlapping courses between GE Categories:

  - Courses applied to Categories II, III, IV, V may not have any overlaps between these Categories

  - Courses applied to Categories VII and VIII may overlap with other categories (including Categories II, III, IV, V)

Sample Course Schedule by Major

- Enroll in the Academic English course you were placed into by the placement exam in your first quarter.

- Academic English 22A: Essentials of Academic English Reading and Vocabulary (2 units) – may be taken with Academic English 20A-B-C-D if indicated by results of AE/ESL Placement Test.

- Academic English/English as a Second Language students must complete the lower division writing requirement before the beginning of the seventh quarter following the completion of their AE/ESL courses or they will be subject to probation.

- Any course used to satisfy the UC Entry Level Writing requirement **MUST BE TAKEN FOR A GRADE**.
- All freshmen should take **Social Sciences 3A** (Computer Based Research in the Social Sciences) during their first year, regardless of major.

- The School of Social Sciences' mathematics requirement should be completed during the second year (Anthropology 10A-B-C or Economics 15A-B or Sociology 10A-B-C or Social Science 10A-B-C), and they MUST BE TAKEN FOR A GRADE.

- We **STRONGLY ENCOURAGE** students to finish the foreign language requirement as soon as possible if you still need to take more classes (you must take the placement exam for all languages - except French and German).

Sample course schedules by major
Social Science 3A should be taken during your first year.

Anthropology

Fall: 13 units	Winter: 17 units	Spring: 16 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Anthropology 2A = 4 units	Anthropology 2B, 2C, or 2D	Soc Sci Introductory Course
General Ed (Cat II, IV, VII) = 4 units	Anth 30A/30B or Soc Sci 3A	Anth 30A/30B or General Ed or Soc Sci3A
	General Education or Elective	General Education or Elective

Chicano/Latino Studies

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Chc/Lat Studies 61 = 4 units	Chc/Lat Studies 62	Chc/Lat Studies 63
General Ed (Cat II, IV, VII) = 4 units	General Education or Soc Sci 3A	General Education or Soc Sci 3A
	General Education or Elective	General Education or Elective

Economics/Business Economics/Quantitative Economics

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Econ 20A = 4 units	Econ 20B	Math 4
Math 2A = 4 Units	Math 2B	Lower-Division Econ
	Soc Sci 3A or Soc Sci Intro Course or General Education	Soc Sci 3A or Soc Sci Intro Course or General Education

****Economics majors** must NOT enroll in Economics 1 (for non-majors), you will NOT receive credit.

INTERNATIONAL STUDIES

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Int'l Studies 11 = 4 units	International Studies 14	Int'l Studies 13
General Ed (Cat II, IV, VII) = 4 units	Soc Sci 3A or General Education	Soc Sci 3A or General Education
	Intro Course or General Education	Elective or General Education

Int'l Studies majors are encouraged to take the language (up to 2C or equivalent) as soon as possible. All languages (except French and German) require a placement exam.

POLITICAL SCIENCE

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Lower-Div Political Science = 4 units	Lower-Division Political Science	Lower-Division Political Science
General Ed (Cat II, IV, VII) = 4 units	General Education or Soc Sci 3A	General Education or Soc Sci 3A
	Elective or General Education	Elective or General Education

PSYCHOLOGY[4]

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Psych 9A = 4 units	Psych 9B	Psych 9C
General Ed (Cat II, IV, VII) = 4 units	Soc Sci Intro Course	Soc Sci Intro Course or General Ed
	* Computer Tech or General Ed	* Computer Tech or General Ed

Psychology majors must NOT enroll in Psychology 7A (for non-majors), you will NOT receive credit.

Psychology department **RECOMMENDS students take ICS 31 or approved Psych computer course to satisfy the computer technology requirement.

SOCIOLOGY

Fall: 13 units	Winter: 17 units	Spring: 17 units
Academic English 20A = 5 units	Academic English 20B	Academic English 20C
Sociology 1 = 4 units	Sociology 2 or 3	Lower division Sociology course
General Ed (Cat II, IV, VII) = 4 units	General Ed or Soc Sci 3A	General Ed or Soc Sci 3A
	Elective or General Education	Elective or General Education

Undergraduate Student Affairs Office

🌐 http://undergraduatestudies.ss.uci.edu/ugs_usa

School Majors and Minors

Majors with an asterisk (*) also offer a minor

- Anthropology*
- Chicano/Latino Studies*
- Cognitive Sciences *(B.S.)*
- Business Economics
- Economics*
- Quantitative Economics
- International Studies*
- Political Science*
- Psychology*
- Social Policy & Public Service
- Sociology*

Offered as Minors Only

- Conflict Resolution
- Linguistics
- Medical Anthropology

Office Information

Academic Counselors

Helen Morgan, *Director*
Chika Kono, *Associate Director*
Kurt Hessinger
Estela Magaña
Karen Chan
Jazmine Wong

Peer Academic Advisors

Daniel Cano
Social Policy & Public Service and PSB

Marycruz Hernandez
Chicano/Latino Studies and Sociology

Peying Lee
Sociology and Criminology, Law & Society

Sunny Liu
International Studies & Public Health Sciences

Brandon Orewyler
Political Science

Alejandra Palma
International Studies

Griselda Santos
Chicano/Latino Studies and PSB

Khadija Syed
International Studies and Political Science

Rachelle Quintela
Business Economics

Katrina Tomas
Psychology

Jessica Woo
Business Economics

International Student Advisor

Zoey Xiong
Quantitative Economics

Hour of Operation

Monday - Friday
8:00 am - 12:00 pm and 1:00 - 5:00 pm
Social & Behavioral Sciences, Suite 1201
Irvine, CA 92697-5100

☎ Phone: (949) 824-6803
🖷 Fax: (949) 824-2492
✉ E-mail: socsci@uci.edu

Student Affairs Office Functions

Whom do I speak with? It depends on what you need! The School of Social Sciences does not assign specific advisors so you can meet with any one of our Academic Counselors or Peer Academic Advisors to find the answers you need.

Front Desk (Walk-In) A Peer Academic Advisor and an Academic Counselor to answer quick questions, direct you to the correct resource, schedule appointments with Academic Counselors, and provide forms regarding excess unit request, prerequisite clearance, change of majors, post-quarter add/drop/changes, and part-time student applications.

Peer Academic Advisors (Walk-In)
Questions regarding unofficial degree checks, class schedules, general education, school, and major requirements, change of major process, petitions, and application to graduate.

- To talk to a Peer Academic Advisor you may come in during office hours for walk-in advising.

Our office also has an **International Student Advisor** to help you with questions and concerns you may have.

Academic Counselors (Appointment/Walk-In)
Official graduation degree check, petitions, academic contracts or if you have any sort of IGETC related questions.

- Appointments with Academic Counselors are only scheduled for declared students who are majors in the School of Social Sciences. To schedule an appointment with an Academic Counselor please call (949) 824-6803.

Appointments
Appointments with Academic Counselors can be made beginning in week 2 every quarter. No appointments available during finals week or during the summer.

Add/Drop/Change Policy
To drop or add or change the grading option on a course, you use WEBREG at http://www.reg.uci.edu/registrar/soc/webreg.html

Dropping a Course
The deadline to DROP a course is Friday at 5:00 PM of week 2 in the current quarter.

Adding a Course
The deadline to ADD a course is Friday at 5:00 PM of week 2 in the current quarter.

Changing a Grade Option
(*Grade to P/NP or P/NP to Grade*)
For majors in the School of Social Sciences, the deadline to change your grading option is by 5:00 PM of week 6 in the current quarter. The Dean's approval will not be given after week 6.

Retaking Courses
Classes cannot be retaken unless the grade earned was a "**C-**"or lower. The first 16 units retaken will replace the grades and units completely when calculated into the UCI GPA. The most recent grade will always replace the previous grade regardless of which grade is better, if it is within the first 16 units retaken. After the first 16 units, the old grade and the new grade will be averaged when calculated into the UCI GPA. The original and subsequent grades will all remain noted on the transcript.

Academic Probation/Contract

Good academic standing at UCI is when your quarter GPA and UC cumulative GPA are at least 2.0. If either GPA falls below 2.00, you should contact the Social Sciences Undergraduate Student Affairs Office as soon as possible about your academic status.

What happens if my GPA is below a 2.0?

Academic Probation

- If you have one quarter with a GPA below 2.0

Academic Contract

- Two consecutive quarters with GPA below 2.0 or
- Overall GPA below 2.0 (1.8 or less)

Academic Dismissal from UCI

- Three consecutive quarters with GPA below 2.0

You will be sent a courtesy email about your academic status. But if you do not get the email and know you have a GPA below 2.0, you should still come to our office or schedule an appointment with an Academic Counselor. We are here to help you.

Academic Dishonesty (DON'T DO IT!)

The following are examples of dishonest acts:

- **Cheating**
  Looking at someone's test, giving someone your paper to look at or giving someone your test from a course.

- **Dishonest Conduct**
  Stealing a test, forgery, having someone else do your work for you.
- **Plagiarism**
  Copying from a source without proper notation (e.g. internet or book)

- **Examples of consequences for dishonest acts**
  - ✓ Failing an assignment
  - ✓ Failing the course
  - ✓ More than one incident, dismissed from UCI

Consequences are at the professor's discretion. Read the syllabus for more information.

Any incidents of dishonesty are reported and recorded within the student's major, the academic unit that offers the course AND the campus-wide reporting system.

Dean's Signature/Approval

Academic Counselors in the Social Sciences Undergraduate Student Affairs Office (SSUSA) are authorized to sign for the Dean of Social Sciences. We can sign forms including withdrawal, part-time student petition, OPT/CPT, I-20, etc. that require the Dean's Signature or academic counselor signature. Please come to the Social Sciences Undergraduate Student Affairs Office (SSUSA) to sign these forms.

Program in Academic English/English as a Second Language

The Academic English/English as a Second Language Program offers English language courses for registered undergraduate and graduate students at UC Irvine. They offer classes in academic writing, reading and vocabulary development, pronunciation, conversation, and grammar. They also offer assessments, guidance, and web-based resources for students. Undergraduate students frequently comment that the reading and writing demands of UCI courses are very challenging. The English language services that the Program in Academic English offer are designed to help students strengthen their English skills to succeed at UCI.

Academic English 20A-B-C-D and 22A are courses for students who have been admitted to UCI and whose scores on the Academic English Placement Test indicate the need for additional work in English as a Second Language.

Contact information:

Program in Academic English/ESL
335 Humanities Instructional Building (HIB)
http://www.humanities.uci.edu/esl/
(949) 824-6781

Program Director
Robin Scarcella
E-mail: rcscarce@uci.edu

Program Manager
Eunice Choi
E-mail: ehchoi@uci.edu
HIB 335D

Academic Coordinator
Kathie Levin
E-mail: klevin@uci.edu
HIB 335A

International Center

The International Center provides student visa advice and support, and programs for your transition to UCI. The visa services and advice will help you learn about student visa requirements to help you maintain your student status. The International Center programs and activities will enhance your UCI experience by giving you opportunities to learn about the U.S. and UCI, and meet other students and make new friends.

Contact information:

UCI Student Center, Room G302 (3rd Floor)
E-mail: internationalcenter@uci.edu 🌐 www.ic.uci.edu
☎ (949) 824-7249

Visa and Advising Services

Visa and advising services for you as an international student include:

· Issuing and updating your visa document
· Travel authorization
· Employment Authorization
· Assistance in maintaining your student status
· One-on-one advising to support your student status
· Provide resources and referrals to assist and support you while at UCI.

Programs and Events

Across the Bridge: A Global Dialogue Between International and Domestic Students
In collaboration with the Cross-Cultural Center

International and domestic students engage in open conversations about diversity in America, as well as discuss personal identities that include cultural backgrounds and experiences. The program is co-hosted by the Cross-Cultural Center.

Life in the U.S. Series
These workshops address a variety of topics that help International students with learning more about American culture. Topics include, "How to Make an American Friend,' "Dating and Relationships," "American Pop Culture," and more!

Career Development Workshops
These workshops provide International students with information about how to obtain on/off campus jobs and internships; how to search for jobs; information on employment and work visas; American workplace etiquette.

Explore Southern California Trips
The International Center hosts various trips throughout the year to local points of interest around Southern California. Trips include the Griffith Observatory, the Getty Museum, Angels of Anaheim baseball games and more!

I-STEPS (International Students Transitioning to Educational and Personal Success)
Fall and Winter quarters

I-STEPS is a 10 week class for new International students. Program includes workshops and discussions about resources to succeed academically and socially at UCI. I-STEPS assists students in transitioning to a new campus and new country with the support of staff members and their international peers. Topics include: understanding U.S. classrooms, American slang, time management, getting involved in campus organizations and more!

English Conversation Program (ECP)
Fall, Winter, Spring Quarters

ECP is a course that provides International students the opportunity to practice and improve their conversational English with the assistance of English-speaking facilitators. This course is offered throughout the year. English facilitators assist international students by improving their English conversation skills through one-on-one pairings, group activities and more. ECP
is an opportunity for both international students and English facilitators to further their cultural insight, build relationships, and recognize the value of our diverse campus community.

International Coffee Hour
In collaboration with the Counseling Center
Every Friday, 12 to 1 p.m., Counseling Center International Coffee Hour is a weekly event where students from all over the world engage in casual conversations while enjoying brewed coffees and teas from different countries. Coffee Hour is every Friday, 12-1:30 p.m. at the Counseling Center. This program is co-hosted by the Counseling Center.

English Development Workshop Series
In collaboration with Academic English

These workshops are geared to assist international students by enhancing their speaking and academic writing skills in the English language. Sessions are hosted by representatives from Academic English.

Student Resources
Available Resources On-Campus

Social Sciences Academic Resources Center (SSARC)
The Social Sciences Academic Resource Center was created over a decade ago to help School of Social Sciences students obtain the appropriate information to select a career and/or graduate school program, generate professional contacts and learn how to gain a competitive edge during their undergraduate years.

The Social Sciences Academic Resource Center provides valuable resources for undergraduates in the School of Social Sciences and is conveniently located across from the Social Sciences Office of Student Affairs in the Social and Behavioral Sciences Gateway building. Friendly and knowledgeable SSARC staff can guide you to the information you need in a relaxed, pleasant environment.

- Resume Critique
- Internship Workshop
- Research
- Leadership Opportunities
- Graduate School Information
- Statement of Purpose Workshop

Monday – Thursday 9:00 A.M. – 5:00 P.M.
Friday 8:00A.M. – 3:00P.M.
1230 Social & Behavioral Sciences Gateway
☎ Phone: (949) 824-8322
✉ E-mail: ssarc@uci.edu
🌐 Web: www.socsci.uci.edu/ssarc

Learning and Academic Resource Center (LARC)
The Learning and Academic Resource Center provides services designed to help students acquire the skills they need to develop intellectually, become successful learners, and achieve their academic and professional goals. LARC staff and programs provide students with the personal contact and support needed for academic success on a large and diverse campus. The Center works closely with faculty to develop programs that meet both curricular objectives and the changing needs of students. LARC programs stress the development of academic abilities that all university students need regardless of major: effective study strategies, critical reading and analytical writing. The Center offers adjuncts classes, workshops, peer-tutoring groups, and individual counseling, including assistance in all forms of academic reading and writing.

Monday – Friday
8:00 A.M. – 5:00 P.M.
284 Rowland Hall
☎ Phone: (949) 824-6451 | 🌐 Web: www.larc.uci.edu

UCI Academic Testing Center
The UCI Academic Testing Center, a unit within the Division of Undergraduate Education, administers the Placement Testing Program to new and continuing students to ensure correct placement in selected introductory courses and to help students assess their readiness for University-level work. These tests are selected or developed by UCI faculty who also determine the grading criteria for each test. Students, with the help of academic counselors, use results from placement tests to determine enrollment in introductory courses and to formulate a plan of study that is best suited for their learning needs and career goals.

Placement tests are currently given in the areas of chemistry, physics, calculus, mathematical analysis, Chinese, Japanese, Korean, Vietnamese, Analytical Writing, and Academic English.

The Academic Testing Center also administers the Language Testing Program. Tests are offered in over 40 languages and are administered 3 times during the academic year.

The Academic Testing Center participates with the Composition Program in the campus-based administration of the University of California Analytical Writing Placement Exam.
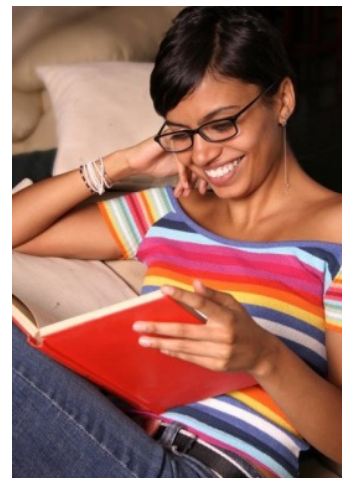
Monday – Friday
9:00 A.M. – 5:00 P.M.
3040 Anteater Instruction and Research Building
☎ Phone: (949) 824-6207
🖨 Fax: (949) 824-3832
✉ E-mail: testcenter@uci.edu
🌐 Web: www.testingcenter.uci.edu

UCI Career Center

Students are strongly encouraged to visit UCI's Career Center early in their academic career. The Center assists undergraduate and graduate students with career decision-making and career planning through individual counseling, workshops, career programs, career fairs, employment opportunities, and graduate and professional school information. Vocational interest inventories are also available on a fee-for-service basis. The center provides students many opportunities to connect with employers, alumni, and professional and graduate schools. The Center assists students seeking part-time and full-time employment opportunities,
teaches job search skills and interviewing techniques; and provides job listings and offers an on-campus interview program (OCI).

Monday – Friday
8:00 A.M. – 5:00 P.M.
100 Student Services 1 (Across from Starbucks)
☎ Phone: (949) 824-6881
✉ E-mail: career@uci.edu
🌐 Web: www.career.uci.edu

Undergraduate Research Opportunities Program (UROP)

The Undergraduate Research Opportunities Program (UROP) in the Division of Undergraduate Education encourages and facilitates faculty-mentored research and creative activities by undergraduates from all schools and academic disciplines at UCI. UROP also collaborates with various schools and research units to develop specialized research opportunities. Conducting research and creative activities has become an integral component of the education undergraduates receive at UCI, and provides students with the necessary skills to succeed in their future careers. Research opportunities are available not only from every discipline, interdisciplinary program, and school, but also from many outside agencies, including national laboratories, industrial partners, and other universities. Opportunities are listed on the UROP website, and distributed through various e-mails throughout the academic year. Students interested in receiving more information and individualized assistance are encouraged to contact the UROP Office to set up an advising appointment.

Through UROP's various programs, the UROP Team assists students through all phases of the research process, whether it is with proposal writing, developing research plans through project management skills, receiving grants to fund research projects, scholarly journal writing through The UCI Undergraduate Research Journal, or presenting results of the research or creative project through the UCI Undergraduate Research Symposium.

Monday – Friday
9:00 A.M. – 5:00 P.M.
2300 Student Services II
☎ Phone: (949) 824-4189
🖨 Fax: (949) 824-1607
✉ E-mail: urop@uci.edu
🌐 Web: www.urop.uci.edu

Counseling Center (Non-Academic)

The Counseling Center is here to provide the UCI community with a broad range of mental health support services. They include: individual, couples, and group counseling, urgent care, crisis response, consultation, and outreach programs.

The Counseling Center is committed to helping students achieve the maximum benefit from their UCI experience. The Center's intention is to support students in performing well academically, to assist them through developmental tasks associated with their college student years, and to learn how to be more effective in developing, maintaining, and negotiating relationships with others. The Center is also committed to managing psychological crises which arise as a result of students' inabilities to cope with the pressures associated with a stressful academic environment.

The services offered by the Counseling Center are free of charge and available to all currently enrolled students. Services can be grouped into four areas: counseling and psychotherapy; workshops; academic instruction; training and consultation.

The Counseling Center is open from 8am to 5pm, Monday through Friday for scheduled appointments and a counselor is always available on an urgent basis. If you would like to talk with someone or make an appointment for counseling services please call (949) 824-6457.

Monday – Friday
8:00 A.M. – 5:00 P.M.
203 Student Services I
☎ Phone: (949) 824-6457
🌐 Web: www.counseling.uci.edu

Student Health Center

Effective Fall Quarter 2001, the Regents of the University of California instituted health insurance coverage as a condition of enrollment for all undergraduate students. This insurance is now included in your student fees and enrollment in the plan is automatic when you pay your fees. You may waive out of this plan if you can demonstrate comparable and verifiable health coverage that meets the campus' minimum standards for insurance. (Refer to "Health Insurance") The Student Health Center is the primary care facility for students covered by the USHIP. In order to take advantage of your insurance plan, all medical care must begin at Student Health. If you need a medical service
that we cannot provide, you will be referred to a qualified provider in the community. If you are a member of USHIP, the cost of your medical care will be billed directly to your insurance plan. Students who waive out of the plan, but use Student Health, will pay at the time of service and will be given an itemized receipt they may submit to their insurance carrier for reimbursement.

Monday, Tuesday and Friday 8:00A.M. – 5:00P.M.
Wednesday & Thursday 8:00A.M. – 7:00P.M.
New Saturday hours 9:00A.M. – 1:00P.M.
501 Student Health
☎ Phone: (949) 824-5301
🖨 Fax: (949) 824-3033
🌐 Web: www.shs.uci.edu

Dean of Students | Student Life & Leadership

The mission of the Office of the Dean of Students is to provide services, programs, and facilities that enhance the quality of education by extending the learning environment beyond the classroom and into the co-curricular lives of UCI students. The Office of the Dean of Students promotes student participation in campus life and advocates for needs that are valued by students and validated by campus objectives. The Office of the Dean of Students also promotes an active college lifestyle and encourages students to take advantage of opportunities to get involved with the university and student organizations. It is recommended, however, that all students maintain an awareness of balancing all aspects of college life and be educated about the programs with which they choose to participate.

UCI Campus Organizations
🌐 http://campusorgs.uci.edu/

Social Sciences Outreach Programs
🌐 http://www.socsci.uci.edu/ss_community

Monday – Friday
8:00 A.M. – 5:00 P.M.
G308 Student Center
☎ Phone: (949) 824-5181
🖨 Fax: (949) 824-3412
📧 E-mail: deanstu@uci.edu
🌐 Web: www.dos.uci.edu, 🌐 Web: www.studentlife.uci.edu

Study Abroad Center

The Study Abroad Center includes the Education Abroad Program (EAP) and the International Opportunities Program (IOP). Study Abroad Center is a comprehensive resource and counseling center which helps students take advantage of the many worldwide opportunities that exist for study, work, internship, volunteering, research, and non-credentialed teaching which relates to their degree programs at UCI.

Professional staff and international peer advisors, who have returned from an IOP or EAP experience, are available to guide students in making appropriate choices of international programs for their educational goals. Group and individual advising is available every day that UCI is in session.

Monday – Friday
9:00 A.M. – 4:00 P.M.
1100 Student Services II
(*across Ring Road from the UCI Bookstore*)
☎ Phone: (949) 824-6343
🖨 Fax: (949) 824-9133
📧 E-mail: studyabroad@uci.edu
🌐 Web: www.studyabroad.uci.edu

UCDC / UC Sacramento Academic Internship Programs

The UCDC Academic Internship Program is offered during the Fall, Winter, and Spring quarters. Students who intern in D.C. during the academic year combine internships with coursework or field research as full-time students. Financial aid eligibility is maintained and may also qualify for the Presidential Scholarship. Students from all majors are encouraged to apply, Juniors and Seniors with a minimum GPA of 3.0 is recommended. For more information on the UCDC Academic Internship Program, please visit: 🌐Web: www.dccenter.uci.edu.

The UCDC Summer Internship Program sends students to Washington D.C. during the summer for experiential learning only. Each student admitted into the UCDC Summer Internship Program works closely with the Student Coordinators and Staff Advisors in preparation for the internship application and living experience in D.C. Students from all majors and class standing (including graduating seniors) are encouraged to apply. A minimum GPA of 2.5 is recommended.

The UCI Sacramento Internship Program allows students to experience and explore a wide variety of career opportunities available to them with the convenience of staying close to home (or without traveling out of state) this summer. It is an especially great program for those who are interested in public policy at the state level and want to be exposed to California laws and decisions up close. However, the internship opportunities are not limited to strictly political experiences. This Program is best for students who are looking for an Internship during the summer if they do not want to miss an academic quarter. It is also not an academic program so there will be no coursework involved, however students may be able to receive units for their academic school. For more information, please visit:

🌐 Web: www.statecap.uci.edu.

Monday – Friday
Hours vary throughout each quarter
100 Student Services I
☎ Phone: (949) 824-6886
🌐 Web: www.ucdc.uci.edu

International Center (IC)

The International Center is a part of the Office of the Dean of Students at the University of California, Irvine. The IC staff counsels and assists international students, faculty, researchers, staff and scholars with immigration, orientation, employment and adjustment needs throughout their stay at the University of California, Irvine. In addition, the IC staff brings together international and American members of the UCI community for a variety of cultural, educational, social and recreational activities. The International Center helps visiting students, staff and scholars from other countries with any concerns that develop during their time at UCI. International students admitted to a UCI program of study and visiting international faculty, staff and scholars should address correspondence about immigration or other related concerns to the International Center.

Monday - Friday
8:00 A.M. – 5:00 P.M.
G302 UCI Student Center
☎ Phone: (949) 824-7249
🖨 Fax: (949) 824-3090
✉ E-mail: intl@uci.edu
🌐 Web: www.ic.uci.edu

Cross-Cultural Center (CCC)

The mission of the Cross-Cultural Center (CCC) is to provide opportunities for University of California, Irvine students to affirm their cultural identities, develop their leadership skills, learn about UCI's various multicultural communities, and take active approaches in creating a socially just campus community. We strive to create and maintain meaningful dialogues and interactive programs across and between all cultures, particularly those of underrepresented, underserved, and underprivileged backgrounds. We provide a network of support for our diverse students in order to enhance their personal, social, cultural, and academic wellbeing, and promote an environment that encourages intellectual exchange, civility, and the responsible exercise of individual expression.

Monday – Friday
8:00 A.M. – 5:00 P.M.
☎ Phone: (949) 824-7215
🖨 Fax: (949) 824-3056
🌐 Web: www.ccc.uci.edu

Registration (WebReg)
🌐 Web: www.reg.uci.edu/registrar/soc/webreg.html

Schedule of Classes (WebSOC)
🌐 Web: http://websoc.reg.uci.edu/perl/WebSoc

Student Access
🌐 Web: www.reg.uci.edu/access/student/welcome/

Campus Operator
☎ Phone: (949) 824-5011

Admissions Office
Monday – Friday
8:00 A.M. – 5:00 P.M.
260 Aldrich Hall
☎ Phone: (949) 824-6703
🖨 Fax: (949) 824-2951
🌐 Web: www.admissions.uci.edu

Financial Aid Office
Monday – Friday 10:00 A.M. – 5:00 P.M.102 Aldrich Hall
☎ Phone: (949) 824-8262
🖨 Fax: (949) 824-4876
🌐 Web: www.ofas.uci.edu

Housing Services
Monday – Friday
8:00 A.M. – 5:00 P.M.
G465 Student Center
☎ Phone: (949) 824-7247
✉ E-mail: housing@uci.edu
🌐 Web: www.housing.uci.edu

Office of the Registrar
Monday – Friday
8:00 A.M. – 5:00 P.M.
215 Aldrich Hall
☎ Phone: (949) 824-6124
🖨 Fax: (949) 824-7896
✉ E-mail: registrar@uci.edu
🌐 Web: www.reg.uci.edu

Central Cashier
Monday – Friday
8:00 A.M. – 5:00 P.M.
228 Aldrich Hall
☎ Phone: (949) 824-6916
🖨 Fax: (949) 824-3252
✉ E-mail: cashiers@uci.edu
🌐 Web: www.fs.uci.edu/QS
🌐 ZOT Account Online: https://zotaccount.uci.edu/

Campus Billing
Monday - Friday
8:30 A.M. – 1:00 P.M. and 2:00 P.M. - 4:30 P.M.
101 Aldrich Hall
☎ Phone: (949) 824-2455
🖨 Fax: (949) 824-9807
✉ E-mail: cbs@uci.edu
🌐 Web: www.fs.uci.edu/CBS/Cbs_home.htm

Campuswide Honors Program Office
Monday – Friday
8:00 A.M. – 5:00 P.M.
1100 Student Services II
☎ Phone: (949) 824-5461
🖷 Fax: (949) 824-2092
🖃 E-mail: honors@uci.edu
🌐 Web: www.honors.uci.edu

Disability Services Center
Monday – Friday
8:00 A.M. – 5:00 P.M.
100 Disability Services Center, Bldg 313
☎ Phone: (949) 824-7494
☎ TDD: (949) 824-6272
🖷 Fax: (949) 824-3083
🖃 E-mail: dsc@uci.edu
🌐 Web: www.disability.uci.edu

The Hill (UCI Bookstore)
Monday – Thursday (8:00 A.M. – 7:00 P.M.)
Friday (8:00 A.M. – 5:00 P.M.)
Saturday (12:00 A.M. – 5:00 P.M.)
Sunday (Closed)
210-B Student Center
☎ Phone: (949) 824-2665
🖃 E-mail: books@uci.edu
🌐 Web: www.book.uci.edu