

UC Center Sacramento
FALL SEMESTER and QUARTER 2009
Pre-Arrival Checklist

There are several tasks you need to complete prior to your arrival at the Sacramento Center. Use this handy checklist to make sure you're staying on track to have the time of your life!

COMPLETE AS SOON AS POSSIBLE:

- Read through all of the instructions on this checklist.
- Look at, bookmark, and read the Admitted Students webpage at http://uccs.universityofcalifornia.edu/admitted_fall09.html
- Verify with your campus advisor that your class registration and financial aid are in order for the upcoming Fall Semester or Quarter. If applicable, discuss your financial aid status with her or him.
- Record the day and time of our mandatory phone conference**
 - o Thursday, 04 June 8:30-10:00pm
- Be at a computer with internet connectivity looking at the Admitted Students page when you call in.
- Call in information will be forwarded via email and posted on the website prior to the meeting
- Enter all of the important dates and deadlines from the Fall academic calendar to your planner.

COMPLETE BY MONDAY, June 12th or SOONER:

- Print and fill out Letter of Intent form from website.
NON-FINANCIAL AID STUDENTS: Write a check or money order to 'UC REGENTS' for your \$300 (Quarter students) or \$400 (Semester students) Program Fee. Include your name, campus, and student ID number on the check or money order.
FINANCIAL AID STUDENTS: You do not need to pay the Program Fee at this time. Check the appropriate box on the Letter of Intent form and be prepared to pay the fee in full by check or money order when you arrive at the Sacramento Center.
- Mail your Letter of Intent and Program Fee check to:
Sheng Lin
UC Center Sacramento
1130 K St, Suite LL22
Sacramento CA 95814
- Complete the following forms and email them to Sheng Lin at sheng.lin@ucop.edu. All forms can be found, modified, and saved on the Admitted Students page.
 - Student information Card
 - Internship Interest Sheet
 - Roommate Preference Form
- Email Sheng Lin (sheng.lin@ucop.edu) an electronic copy of your most up-to-date resume.
- Review the available phone advising appointment times on the Admitted Students page. Email Sheng Lin (sheng.lin@ucop.edu) with THREE open appointment times that will work with your schedule.
- Record your confirmed advising appointment time in your planning calendar. DO NOT miss this appointment! You will call Sheng at 916.445.5533 for your appointment.
- SHOP online for your required textbooks in the Public Policy and Elective Seminars. See the Fall webpage for the list of required texts.

Remember our mandatory telephone conference on
Thursday, 04 June