

2018 UCI SUMMER SESSION COURSE CHANGE REQUEST

COMPLETE FORM IN INK

I. STUDENT ID NUMBER & NAME:

UCI STUDENT ID or SUMMER SESSION ID NUMBER

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SOCIAL SECURITY NUMBER (LAST 4 DIGITS)

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LAST: _____ FIRST: _____ MIDDLE: _____
(NAME ON YOUR UCI RECORDS)

2. CHANGE:

INDICATE CHANGE: ADD, DROP, WAITLIST or GRADE OPTION	SESSION: I, II, or 10-WK	COURSE DEPT & NUMBER (ex: Anthro 2A)	COURSE CODE (5 DIGITS)	GRADE OPTION: LETTER GRADE, P/NP, AUDIT Graduate Students S/SUS	INSTRUCTOR SIGNATURE (if required)	COURSE FEES
TOTAL DUE/REFUND						

3a. PAYMENT: (ONLY COMPLETE THIS SECTION IF PAYMENT WILL BE NECESSARY FOR YOUR COURSE CHANGES)

	CASH / CHECK / MONEY ORDER	MAKE CHECKS PAYABLE TO: "U.C. Regents"
	CHARGE <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX	_____ - _____ - _____ - _____ EXP (month/year) ____ / ____

CARDHOLDER NAME: _____

STREET: _____ CITY: _____ STATE: _____ ZIP: _____

CARDHOLDER SIGNATURE: _____ PRIMARY PHONE #: _____

3b. MAIL REFUND TO: (ALLOW A MINIMUM OF 3 WEEKS FOR THE PROCESSING OF REFUNDS**)

STREET: _____ CITY: _____ STATE: _____ ZIP: _____

4. STUDENT SIGNATURE*: _____ **DATE:** _____

*I have read and understand the policies listed in the Student Services section of the UCI Summer Session website (summer.uci.edu) regarding academic information, deadlines, registration, fees and refunds. I understand the mandatory campus and materials fees are non-refundable, and course fees become non-refundable after the refund deadline has passed.

**The refund process may take longer if you have an existing or previous financial aid award or payment in 2018.

FOR OFFICE USE ONLY		
<p>The minimum load to maintain Financial Aid eligibility is 6 units.</p> <p><input type="checkbox"/> Pre-disbursement - 9FINAIDAWD only: Has NOT received FA disbursement (9FINAID). NOT authorized to drop below 6 units, unless student pays balance in full at the time of drop.</p> <p><input type="checkbox"/> Post-disbursement - 9FINAID paid balance in full: Has received FA disbursement and is authorized to drop below 6 units. The student will forfeit their aid and they may be billed by the FA Office. In this case, dropping below 6 units must be authorized by a supervisor. Supervisor Initials: _____ Date: _____ Ext: _____</p>	<p><input type="checkbox"/> CREDIT REFUND</p> <p><input type="checkbox"/> CHECK REFUND</p> <p>PAYABLE TO: _____</p>	<p>DATE RECEIVED: _____</p> <p>TOTAL REFUND: \$ _____</p> <p>RAN WEB CLEAN UP <input type="checkbox"/></p> <p>OPERATOR INITIALS: _____</p>

- Mail to: UC Irvine Summer Session, PO Box 6050, Irvine, CA 92616-6050
- In-Person to: Continuing Education 3, #234, Mon – Fri, 8am – 5pm

2018 ACADEMIC CALENDAR

Important Dates	Session I	10 Week	Session II
Program Dates	Jun 25-Aug 1	Jun 25-Aug 31	Aug 6-Sep 12
Early registration (Online and Mail) begins	Mar 1	Mar 1	Mar 1
In-person registration begins	Apr 2	Apr 2	Apr 2
Last day to enroll without a \$50 late fee	Jun 22	Jun 22	Aug 3
First day of instruction	Jun 25	Jun 25	Aug 6
Last day to add, drop or change grade option without instructor's signature	Jun 29	Jul 6	Aug 10
Last day to enroll without a \$100 late fee	Jul 6	Jul 6	Aug 17
Last day to apply for a refund of course fees-No refunds after	Jul 6	Jul 20	Aug 17
Holiday	Jul 4	Jul 4	Sep 3
Absolute deadline for any course changes	Jul 13	Aug 3	Aug 24
Final Exams	Jul 31, Aug 1	Aug 31	Sep 11, Sep 12
Grades Available	Aug 9	Sep 12	Sep 20