

OAP NOTES

IMPORTANT Administrative ISSUES while abroad



ENROLLMENT

- OAP students are not enrolled at UCSD while abroad. You will take a leave of absence from UCSD. **DROP ANY UCSD CLASSES** for the quarter you will be gone. **You will need a withdrawal form from your COLLEGE**, and cannot do this online. **If you don't, you will owe tuition to UCSD.** See an advisor for clarification.
- **READMISSION APPLICATION is required IF you will be gone for two or more consecutive quarters.** Readmission applications can be found on Tritonlink - use the search box on the TritonLink homepage, and type in "Readmission". It will give you the link to the online Readmission form. Students should complete their application at least 6 weeks before the quarter you will return to UCSD. However it is in your best interest to complete this application early because enrollment is linked to your ability to register for courses (see the WebReg section on the next page). Initially, you will be billed for the \$60 Readmission fee (you should ignore that, and it will eventually be removed from your statement).
- It is important that you enter your **correct permanent address in Tritonlink and remove your local address if no one will be receiving your mail for you.** Be sure that you give your forwarding address to your bank, magazine subscriptions, etc.

FINANCIAL AID WHILE ABROAD

- If you will be receiving UCSD financial aid while abroad on an OAP program, you will need to complete and get signatures on an **Academic Planning Form** and either a **Consortium Agreement or a Contractual Agreement.** Every student's aid package is individual and based on their need as calculated by the UCSD Financial Aid Office.
- If you haven't done so already, you need to **make an appointment with an OAP advisor** for the correct forms and procedures to make sure your financial aid follows you on your program abroad.
- Procedures for using your financial aid will vary with the type of aid you receive. When you meet with an OAP advisor, **please bring a printout of your student Aid Report from Tritonlink.** For detailed questions about your financial aid award please contact Laura Rivera at the Financial Aid Office (lerivera@ucsd.edu).
- **Make sure you have submitted a FAFSA Application.** Attention summer financial aid students, your aid will be based on the FAFSA application that was due the March of the prior year. Even if you missed this deadline, you can still apply for loans on the web at (<http://www.fafsa.ed.gov/>).

HEALTH, INSURANCE, ID CARDS (<http://studenthealth.ucsd.edu>) (<http://www.globaled.us/safeti/>)

- If your program does not require a medical exam, we strongly recommend that you have one. Also, some countries have medical requirements for visas.
 - Physical exams and travel health information are available through Student Health Services. We strongly encourage you to make use of the internet where you will find information about specific country health requirements and recommendations, and State Department Consular Information Sheets and Travel Warnings (<http://travel.state.gov/>).
- All OAP students must have international health insurance. Many OAP providers include it in the program fee. If your program does not require medical insurance coverage, check with your own insurance company, check travel.state.gov for international insurance policies or check with us for brochures. This will be your **primary insurance.**
- All OAP students **must register** online (<http://www.uctrips-insurance.org/>) for the **FREE additional UC travelers insurance** at least 30 days prior to your departure. This coverage is provided at NO COST to students, and provides additional benefits such as security extraction, emergency medical evacuation, and repatriation and other travel assistance services. This insurance is a supplemental to your primary international health insurance, not a replacement.
 - For cheap **supplemental coverage**, get an Int'l Student ID Card from STA Travel. It saves you money on transportation, gives you discounts in museums and other places, gives you a free email address, and gives you catastrophic care, medevac insurance—for just \$25.00 a year! Now you can also use it as an optional international phone card, international voicemail, document fax-back service and more! (<http://www.statravel.com>)

UCSD Programs Abroad Office • 9500 Gilman Dr. (0018) • La Jolla, CA 92093-0018
(858) 534-1123 • <http://pao.ucsd.edu> • abroad@ucsd.edu

OAP POLICY RESTRICTIONS ON STUDENT PARTICIPATION

- The safety and security of UCSD students abroad is of the utmost importance. While we encourage students to participate in educational opportunities throughout the world, **when there are recognized regional dangers or instabilities, students should consider alternative locations. However OAP participation is allowed in countries with State Department travel warnings at the student's own risk. If the US State Department issues a Travel Warning, UCSD students should understand the risks and proceed with great caution.** Students must sign a special waiver of liability. Some programs may be cancelled if a travel warning is issued. If you have questions please meet with a Program Abroad Advisor.

WebReg FOR QUARTER RETURNING (<http://tritonlink.ucsd.edu>)

- The UCSD Schedule of classes is on Tritonlink (see above). As you know, you can check the schedule and enroll in your UCSD classes on the Internet. **Remember to bring your PAC number/ Tritonlink password and PID with you abroad because we DON'T have access to this information and cannot help you if you forget them!**
- If you will be abroad for only one quarter, then you will receive a WebReg time and date automatically just as you normally do. If you are abroad for more than two quarters consecutively your readmission application to UCSD will alert registrars to your need for a registration time. You should complete your readmission application at least 6 weeks before the quarter you would like to return to ensure that you are able to register around the same time as UCSD students on campus. Spring students abroad who are returning in the fall should complete their readmission applications at least 6 weeks before the spring quarter at UCSD ends.
- **Juniors: Be sure you declare a major before you leave!** If you don't you won't be able to register when you return to UCSD.

ACADEMIC CREDIT

- Complete and submit an **OAP Academic Planning Form** before you leave for your host country. Without it, you will have more difficulty transferring credit from abroad.
- On OAP, your course work will be treated as transfer credit. The course titles, units and grades will be posted to your UCSD transcript, but they will not be calculated into your UC GPA. If you want the courses taken abroad to apply to major, minor or GE requirements, you will petition through your department or college when you return from abroad.
- **Bring overseas course documentation home with you (your notes, syllabi, papers).** THIS IS IMPORTANT!
- Have the **transcript for academic work abroad sent to the UCSD Admissions Office (858) 534-4208**
admissionstatus@ucsd.edu:
Admissions Processing – UCSD Admissions Office (0021-A)
9500 Gilman Drive
La Jolla, CA 92093-0021

Typically, program sponsors send transcripts 6 weeks to 3 months after the end of your program. If you wish to receive your transcript earlier than that, you need to communicate directly with the sponsor of your program, or the appropriate office at the overseas university.

OTHER RESOURCES FOR OAP STUDENTS

- **The Programs Abroad Office "Go! The Informational Guide to Going Abroad with OAP"**
- **UCSD on-campus housing after you return:** You should **complete your College Housing application NOW.** To enter yourself for the on-campus housing waitlist, STARTING JUNE 5th, 8:00 am go to <http://hds.ucsd.edu/housing/waitlist.asp>. For I-House, please complete an application NOW available from ERC Residence Life at (534-2261 • <http://ihouse.ucsd.edu>). See Tritonlink for on-campus application forms and for off-campus listings.
- **List your apartment for rent or seek housing from other UC students on EAP or OAP!** See the **California Housing Bulletin Board** at (<http://eap.ucop.edu/eap/housingboard.shtm>)
- **Passports:** Post Office at Villa La Jolla and Nobel, or the S.D. Main Post Office (on Midway Dr.). Now most Post Offices can issue passports by appointment. See the Web for applications and instructions (http://travel.state.gov/passport/passport_1738.html). Do it soon, it can take 8 weeks to get a passport, unless you pay to expedite!
- **Voting while abroad:** <http://www.fvap.gov> and see handout at general orientation for detailed instructions
- **Visas:** Contact the consulate of the host country. (<http://www.embassy.org/embassies/index.html>)
- **Suspending CalPIRG while abroad: Student Center B, 2nd Floor (858-534-0844)**
- **UCSD academic questions while abroad:** Contact the appropriate UCSD academic department or College. Take with you your department and college advisor's contact information.