

# ACCESS UCI ENROLLMENT FORM

(UCI matriculated students have priority before Access; Access enrollment is on space available basis)

## 1. Complete the following personal information:

Previous UC Irvine Student?  Yes  No UC Irvine ID# \_\_\_\_\_ Major \_\_\_\_\_  
 Applicant: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 Birthdate: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ \*SSN: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Evening Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
 Email: \_\_\_\_\_

\*By Regental authority we request your social security number in order to verify your identity for accurate record keeping.

## 2. Complete the following class information: (Information is found in the UC Irvine Schedule of Classes at [www.reg.uci.edu](http://www.reg.uci.edu)) Please see the Schedule of Classes for any grade option restrictions. **Letter grades will be given unless P/NP grade option request is received by the UC Irvine Extension Records Office by the 2nd week of the quarter.**

Course Code: \_\_\_\_\_ Academic Department: \_\_\_\_\_ Course Number: \_\_\_\_\_  
 Section Number: \_\_\_\_\_ Number of Units: \_\_\_\_\_ Grade Option: \_\_\_\_\_ Title of Course: \_\_\_\_\_  
 Time: \_\_\_\_\_ Day: \_\_\_\_\_ Building & Room: \_\_\_\_\_ Instructor: \_\_\_\_\_

### Related Zero Unit Course:

Course Code: \_\_\_\_\_ Academic Department: \_\_\_\_\_ Course Number: \_\_\_\_\_  
 Section Number: \_\_\_\_\_ Time: \_\_\_\_\_ Day: \_\_\_\_\_ Instructor: \_\_\_\_\_

## 3. Obtain instructor's signature:

**INSTRUCTOR'S APPROVAL**  
 (Not needed for Dept. of Chemistry, Physics, Astronomy, Mathematics or undergraduate Bio Sci)

**DEPARTMENTAL APPROVAL**  
 (see step #4 below)

Sign: \_\_\_\_\_ Date: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print: \_\_\_\_\_ Print: \_\_\_\_\_

## 4. The following departments and/or schools require additional signatures before enrollment can be processed.

### School of the Arts

Director of Student Affairs: Mesa Arts Building, Room 101.

### School of Biological Sciences

Prior approval must be obtained from the Bio Sci Office in Bio Sci Bldg 3, Room 1011, for all courses. Instructor's signature required for graduate courses only. Prerequisites for each course are strictly enforced. If a prerequisite has been met at an institution other than UCI, provide a copy of the appropriate transcript to Bio Sci (two courses per quarter only).

### Department of Chemistry

Prior approval must be obtained from the Undergraduate Program Coordinator. Natural Sciences 2, Room 1101. Instructor's signature is not required.

### Department of Economics

Prior approval must be obtained from the Department Manager, Nancy Ford in Soc Sci Plaza B Room 3223 for all courses. Instructor's signature is not required. Absolutely no drops after week 2.

### Department of Education

Director of Credential Programs of Academic Counselor. Berkeley Place Room 2000.

### Department of English & Comparative Literature

Graduate level courses must be approved by the Graduate Chair, Humanities Instructional Bldg Room 435.

### Information & Computer Sciences

Dean of ICS along with instructor signature for undergraduates only. ICS 1, Room 352.

### Department of German

Department Chair or Office Manager, Krieger Hall Room 400.

### Paul Merage School of Business

Courses not available.

### Department of Mathematics

Departmental approval required. Sign up for the waitlist in Rowland Hall, room 340. Instructor's signature is not required.

### School of Law

Courses not available.

### Department of Physics

Department stamp required for lower division courses (1-99) from Frederick Reines Hall, Room 4109.

### Department of University Studies or Undecided/Undeclared UC Irvine Students

Dean, Aldrich Hall, Room 256.

### School of Social Ecology

Office of Student Services, Social Ecology 1, Room 102. Courses not available: SE 200, 201, 264A and 264B.

### School of Social Sciences

Graduate level courses must be approved by Graduate Office Manager in Social Science Plaza A, Room 5149.

**\*\*Note Other departmental or school or instructor deadlines may apply.**

## 5. I have read and understand the policies and procedures for enrolling in Access UCI courses. I understand the deadlines for enrollment, refund, and withdrawal.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

## 6. Return this form in person to UC Irvine Extension Student Services Office (Bldg. 234) with payment and required signatures. Enrollment forms will not be accepted after the 3rd week of each quarter.

For Office Use Only: Fee Paid: \_\_\_\_\_ Date Enrolled: \_\_\_\_\_  
 By: \_\_\_\_\_

