THE UC TRANSFER ADMISSION GUARANTEE (TAG)

Undergraduate Admissions
OVERVIEW

- The Transfer Admission Guarantee (TAG) Program
- UC Transfer Admission Planner (UC TAP)
- Preparation before beginning the UC TAG Application
- Instructions on completing the TAG
- Next Steps
- Questions
THE UC TAG PROGRAM

Is...  Is Not...

- free
- an opportunity to ensure your admission at one UC campus
- conditional admission
- a single application to one of the six UC campuses that offer TAGs

- finalized until approved by the university
- your UC application for admission
- the only way to be admitted to a UC campus
- offered at UC Berkeley, UCLA, or UC San Diego
THE UC TAG PROGRAM

Minimum requirements to apply for a TAG:

- 30 UC-transferable units (at Hartnell, these are courses numbered 1-49)
  - by the end of summer prior to submitting the UC TAG Application

- GPA requirements may vary by major and campus
  - 2.80 to 3.50 range among UC campuses
  - UC Davis requires a min. 3.20 to 3.30 overall UC-transferable GPA

- Current enrollment at a California Community College (CCC) for the full academic year
  - Some UC campuses may have further restrictions
  - Example: UC Davis requires spring 2015 enrollment at a CCC and expects part-time applicants to provide explanation on the UC TAG Application for part-time attendance.

Provide comment during the TAG submission process, step 1 of 4.

Fall 2014 TAG filing period: September 1-30
Spring 2016: May 1-31 (UC Merced Only)
BEFORE YOU BEGIN YOUR TAG...

Have Available
- transcripts from every community college or university you’ve attended
- Advanced Placement (AP) and International Baccalaureate (IB) scores from high school, if applicable
- Advanced Level (AL) examination scores, if applicable

You can review UC campus TAG requirements on the UC Transfer Admission Planner (UC TAP)
BEGIN YOUR TAG...
UC TRANSFER ADMISSION PLANNER

Website:
- uctap.universityofcalifornia.edu

Students using uctag.universityofcalifornia.edu will be redirected to the new UC Transfer Admission Planner (UC TAP) website

UC’s goal is to provide you with:
- An inclusive approach, not limited to TAG applicants
- A more centralized location for TAG applicants, guiding you through the process, from your California community college to your UC campus admission goal
RETURNING AND NEW STUDENTS

Returning Students:
Enter your login ID and password to gain access to the UC Transfer Admission Planner (UC TAP) and to continue your TAG application.

New Students:
Create an account to begin your UC TAP and your TAG application.
SETTING UP YOUR TAP ACCOUNT

Complete the Setup screen

Full legal name:
Be consistent for all UC documents

E-mail Address:
Provide an address that you will use throughout the TAG process. If you change your address, you will need to update it on your TAP. Check your e-mail regularly.

Login ID and Password:
Keep this information accessible— you will need it to check the status of your TAG application.
CREATE A LOGIN ID AND PASSWORD

**Login ID:**
- Must be more than three characters
- You can use numbers, letters and characters
- You can use your e-mail address

**Password:**
- Must Contain:
  - At least seven characters
  - At least one uppercase and one lowercase letter
  - One numeral (0-9)
  - One punctuation character
- May NOT Contain:
  - spaces, colons (:), ampersands (&), semicolons (;), single quotes ('), double quotes ("), or back quotes (\`)
CREATE A SECURITY QUESTION

The security question will be used if you need to retrieve your password or login ID

1) Choose a question from the pull-down menu
2) Provide your answer to the question and then retype it
3) Write it down and keep it in a safe location

You will receive an e-mail confirming creation of your account
The Home page welcomes you to the UC Transfer Admission Planner (UC TAP)

Main areas:
- My Information
- My Messages
- My Coursework
- My Exams
- Review
- Apply for TAG

Welcome to the Transfer Admission Planner

You may begin using this site at any time in your preparation for transfer to UC. If you are interested in the Transfer Admissions Guarantee (TAG) program, you can submit your TAG during an open filing period, as noted on this page. Please review the "APPLY FOR TAG" section in the menu above for TAG information and criteria.

If you have questions or are unsure about your ability to meet TAG or transfer admission criteria, consult with your community college counselor.

Completing your information on this site consists of three main areas: My Information, My Coursework and My Exams. These areas can be accessed using the navigation above. At any time you may click Review to see how your complete information.
MY INFORMATION

Personal

Address, Phone, Student ID

The info used to start your account will migrate to the personal information fields

Enter your mailing address and telephone number

Enter your current student ID number (unless it is your SSN, then leave it blank)
MY INFORMATION

Demographic

Confidentiality:
Demographic information will not be used in your TAG evaluation or shared with your CCC or UC TAG campus

Providing this information is optional
MY INFORMATION

Academic

List ALL high schools and colleges attended

- Include out-of-state and out-of-country institutions, even if you believe no credit will be issued.
- Manually enter institutions only when not included on the pull-down menu provided. Be thorough and accurate!

<table>
<thead>
<tr>
<th>School Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
<th>Attended</th>
<th>CurriRent School?</th>
<th>Rec. Diploma?</th>
<th>Action</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>School Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
<th>Attended</th>
<th>CurriRent School?</th>
<th>Rec. Diploma?</th>
<th>Action</th>
</tr>
</thead>
</table>

Following your high school graduation, has there been a time when you were not enrolled in a college/university for one or more terms? 

- Yes  -  No

At the time of transfer, will you be a U.S. citizen or permanent resident? 

- Yes  -  No
MY INFORMATION

My Transfer Plan
Indicate the term and year you plan to transfer. Select UC campuses to which you might be interested in transferring:
- NOT limited to the UC where your TAG is planned
- List any UC of interest, including those not offering TAG

Outreach & Student Support Program Participation
Indicate student support programs that you have been or are currently participating in, including:
- UC Davis Transfer Opportunity Program (TOP)
- UC Davis Early Academic Outreach Program (EAOP) Sacramento Area Transfer Initiative
Authorized community college counselors can send messages to you through your UC TAP account
MY COURSEWORK

Enter ALL colleges/universities you have attended
- Include CCCs, UCs, CSUs, private campuses and any institutions inside/outside the U.S., regardless of whether you believe credit will be issued

Enter ALL courses attempted or completed
- Include courses, regardless of grade received or whether you believe credit will be issued
- Include all grades, including those for repeats or for which you received academic renewal
- Enter grades exactly as they appear on your transcripts
Search for Courses

**Step 1:** Select the term/year of the course
- Fall, spring, winter or summer

**Step 2:** Select the school attended for each term using the drop-down menu
- The menu includes CCCs, UCs, CSUs
- If your school is not in the drop-down menu, click the **school search** function and enter any portion of the school name; select from search result
- If your school cannot be found, enter it manually, including city and state or nation
Step 3: Search for UC-transferable courses by typing any portion of the subject, course number or title

- The system will search www.assist.org to find available UC-transferable courses

Step 4: Select courses from the list

- Select the grade earned
- Units earned are generated automatically
- Review against your transcript for accuracy
Perform a thorough search before adding a course!

If the institution you have selected does not have courses in our system, proceed to Step 4 – Add Courses

Enter course manually, exactly as it appears on your transcript

Enter subject, course #, title, grade earned, units received

Even minor entry errors can inhibit automated matches that identify UC transferability
MY COURSEWORK

Report courses in-progress (IP)
- fall 2012

and planned (PL)
- winter, spring, summer 2013

- Your plan must include all courses necessary to satisfy unit and course requirements through spring 2013
MY COURSEWORK

Report gaps in education

Self-report repeated courses
MY EXAMS

Enter AP, IB and AL examinations
- Enter exam month/year and score

The 2012-14 UC Davis General Catalog, pages 36-41, provides a chart of UC Davis course equivalencies to AP/IB exams
REVIEW

Review and print your TAG information

- Review all sections of your record carefully
- Make changes by returning to sections where corrections are needed
- View warnings printed in bold, red ink
- Print the review page to use when meeting with your community college counselor

Key

1. Indicates certified UC transferable courses per ASSIST.
2. Indicates courses and exams that satisfy the UC eligibility pattern (E = English, M = Math, H = Humanities, B = Behavioral and Social Sciences, S = Biological and Physical Sciences). Courses you have completed from other institutions with a grade of C (2.0) or higher may satisfy these areas as well. This determination will be made in accordance with each UC TAG campus’s procedures.
3. Courses from ‘Other’ grading systems may be used in the overall GPA or unit total. This determination will be made in accordance with each UC TAG campus’s procedures.
4. To understand how exam credit is calculated, see the Advanced Placement Test Credit and International Baccalaureate information pages. Advanced Level (A-Level) Exams with a grade of ‘C’ or higher are awarded 12 quarter units.
**Coursework & Exam Summary**

**ASSIST Certified:** Courses taken at CCCs, appear on ASSIST

**Non-ASSIST Certified:** CCC courses not on ASSIST, non-CCC, non-UC courses with standardized grading. (e.g. CSU courses)

**UC Courses:** Courses taken at UC campus

**Other:** non-standard grading

All calculations (gpa and units) should be considered preliminary based on your self-reported information!
From UC Transfer Admission Planner Website

Apply for TAG

Obtain the UC TAG Matrix

Read News from your CCC

Link to Requirements
APPLY FOR TAG

Term & Campus Choice

Select the term/year for transfer to UC
Identify your Current Calif. Community College

- If you are currently attending multiple California community colleges, please identify the school where you will primarily be enrolled during fall.

Select ONE UC Campus

- Though you can write a TAG for one UC campus, you may apply to multiple UC campuses for admission in November.
APPLY FOR TAG

Choose a major from the pull-down menu

Read the UC campus TAG checklist thoroughly and carefully

Use the campus requirements link to ensure you qualify and have a plan to meet all future requirements.
**NEXT STEPS**

**Before you hit “Submit”**
- Review your course plan, availability and scheduling with a counselor.
- Review your application carefully, respond to warnings, agree to checklists.

**Submit your UC TAG Application September 1-30**
- Ensure you meet requirements by stated deadlines.

**Only TAGs submitted during the filing period will be considered.**
NEXT STEPS

After you submit the TAG

- Check your e-mail regularly.
- Check the *My Messages* on your UC TAG Application.
  - Your Home page may also include counselor updates
- Respond immediately and thoroughly to inquiries.
- You cannot make changes to academic information.
  - The UC Davis process provides for CCC counselor assistance prior to October 15. Follow instructions stated on the TAG and in any counselor messages received.
  - Check instructions for other UC campuses.
UC TAG DECISIONS

TAG decisions
- TAG decisions will be released November 1-15
- UC Davis will issue TAG decisions on November 15
- TAG decisions cannot be appealed

Students whose UC Davis TAGs are approved will receive
- a TAG contract with conditions of admission

Students whose UC Davis TAGs are not approved
- may still be competitive applicants and are encouraged to submit an application for admission
UC TRANSFER APPLICATION UPDATE

- Submit coursework changes using the UC Transfer Application Update between January-March.
  - The priority filing deadline is January 31
- Do not drop required courses.
- Maintain your GPA as outlined in your TAG contract.
- UC Davis requires you to report grades less than C using the UC Transfer Application Update by March 31, 2013. Other UCs may have similar requirements- be sure to check your messages.
ADMISSION NOTIFICATION

- Most UCs will notify you of our admission decision in late April.
- After admission decisions are issued, use the respective UC campus website to notify the university of any changes in coursework or grades.
- Ensure your enrollment by completing all requirements and conditions of admission.
- TAG applicants are guaranteed admission to their TAG major when all conditions outlined in the TAG contract are met.
QUESTIONS?

MERCEDES QUINTERO
COUNSELOR/ TRANSFER AND CAREER CENTER COORDINATOR | STUDENT AFFAIRS

411 CENTRAL AVENUE | SALINAS, CA 93901
831.759.6007-APPOINTMENTS & INFORMATION | 831.755.6762-DIRECT | 831.770.6188-FAX
MQUINTER@HARTNELL.EDU | WWW.HARTNELL.EDU