The broadcast is now starting. All attendees are in “Listen Only” mode.

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Welcome transfer students!

This webinar is presented by Warren Academic Advising. My name is Brittany and I’m an Academic Counselor. I’m here with Lea, the Assistant Dean, and she will assist with answering your questions at the end. Today we will walk you through the process of enrolling in your first quarter at UCSD. We have one hour for this session. We will be monitoring questions throughout the webinar so feel free to submit them as we go and we’ll answer your questions at the end.

Remember that you will not need to write the information provided in this webinar. It is being recorded and you may refer to it again at a later time.

Let’s get started!
We hope that you’ve had a chance to review our Enrollment Information and emails that we have been sending you throughout the summer.

Here are some items to keep in mind. You can find this timeline online and will be getting reminder emails from our office. We will be going over these in detail in the following slides.

- **Now**: The enrollment Virtual Advising Center (or E-VAC) has been open since mid-June. You can direct enrollment questions to Warren Academic Advising, and other academic departments (for instance, for your major).
- **Friday, Monday, August 6**: You can view your appointment time found on WebReg
- **Mon, Aug 27 - Tues, Aug 28**: You may enroll in Fall courses beginning on one of these days (either August 27th or the 28th)
  - You will be able to continue your enrollment and make any necessary modifications until Monday, September 3
- **Tuesday, September 4**: WebReg will close and you will not be able to make any changes or modifications on this day
- **Wednesday, September 5**: Enrollment will be open to all students; Your last day to add a course for Fall quarter will be Friday of Week 2
QUARTER SYSTEM: WHAT TO EXPECT

› There are three quarters in an academic year: Fall, Winter, and Spring, with optional Summer Session(s)
› A quarter is 10 weeks with final exams Week 11
› Midterm exams may begin as early as Week 3
› Lectures (LE) vs. Discussion (DI) sections
   › The lecture is often a large group of 200+ students.
   › The discussion section is a smaller group of students (40 or less), usually taught by a graduate student.

Be aware that UCSD is on a quarter system, and not on a semester system.

There are three quarters in an academic year - you will attend Fall, Winter, and Spring quarters. Summer Session is an optional quarter. A quarter is 10 weeks in length, and your final exams will occur Week 11. You can expect to have midterms as early as Week 3, and as late as Week 8.

You will have lecture and discussion sections for many of your courses. On WebReg and the Schedule of Classes you will see under Meeting Type that “LE” stands for lecture and “DI” stands for discussion.

● When you enroll in a course with a discussion section, you are committing to both the lecture and the discussion for the entire quarter.
● The lecture is often a large group of 100 to 300 students (you are required to attend lectures). The lecture is typically more than once a week.
● The majority of courses will have a lecture and a discussion section. Not all courses have discussion sections. Discussion sections are typically only once a week and when you enroll you will have a variety of discussion sections to choose from that fit your schedule.
● The discussion section is a smaller group of students (40 or less), usually taught by a graduate student. This is the interactive part of the course where assignments are given and collected, questions are answered, and lecture material is reviewed and discussed.
You can also view your final exam schedule on TritonLink which will be separate from your lecture and discussion times.
FIRST QUARTER: WHAT TO CONSIDER

› A typical first quarter consists of 3 or 4 courses, 12-16 units
› 12 units is full-time
› Most classes at UCSD are 4.0 quarter units
› Lower-division courses are numbered 1-99
› Upper-division courses are numbered 100-199
› Example schedule:

<table>
<thead>
<tr>
<th>WCWP 100</th>
<th>GE Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Course</td>
<td>GE or Major course</td>
</tr>
</tbody>
</table>

- For your first quarter, we recommend that you take 3 or 4 courses, which will be 12 to 16 units.
- 12 units is considered a full-time workload.
- Most courses at UCSD are 4 quarter units.

An example schedule may consist of the following classes:
1. **WCWP 100** – Academic Writing course required for all Warren transfer students
2. **General-Education Course (GE)** – an upper-division course, non-contiguous to the major discipline.
3. **Major Course** – See major department website for requirements
4. **GE or Major Course** – you will choose a second major course, GE course, or Diversity, Equity and Inclusion (DEI) course.

That was a general example, so we will go into more specifics later in this webinar.
As a transfer student, we would like to remind you of a few items before your arrival to UCSD.

- If you are transferring from a California Community College you will want to send your IGETC or Partial IGETC certification to the UCSD Office of Admissions. If you do not have IGETC or Partial IGETC, then you will want to see Warren Advising during Fall quarter.

- For those of you transferring from an Out-of-State Community College, another 4 Year institution, or another UC campus, then you will need to provide Warren Advising with documentation so that we can confirm whether you have a verified transfer program that will determine the GEs you will complete.

Those of you transferring from an out-of-state community college or another 4-Year college:

- You must obtain an outline of your GE requirements from your previous campus
- This can be in a form of a degree audit, academic checklist
- Need documentation that indicates progress toward completion of those requirements
  - Contact an academic counselor at your previous campus; have them write a letter indicating which courses you have completed; Email the documentation to waadvising@ucsd.edu; Indicate your name and PID
For those of you transferring from another UC Campus:

- You will need to obtain a Letter of UC Reciprocity; This is a letter from an academic advisor from your previous UC campus specifying that you have completed all of your lower-division breadth GE requirements at their UC campus.
  - Contact an academic counselor from previous UC; have them write a letter indicating which GE courses you have satisfied and which you have not, if any
- Either you or the counselor can email the documentation to waadvising@ucsd.edu

We will go over this information again during orientation - we will go over these necessary steps again for you and you do not need to rush with the submission of your paperwork. Also, remember that prior to August your transfer coursework may **not** yet be officially posted to your record. In mid-August, you should access your Degree Audit and verify that your correct GE requirements are displayed.
On August 6th you will be able to view your appointment time.

To access your appointment time you need to log into TritonLink

- Go to students.ucsd.edu, Click on “My TritonLink”
- Click on the “Classes & Enrollment tab”
- And lastly click on “WebReg”

Once you are logged into WebReg, click on “Appointment Time” at the top of the webpage and a smaller window will pop-up.

Keep in mind that:

- Appointment times are generated randomly for incoming students
- You will be given one pass - which will begin on **Monday, August 27 or Tuesday, August 28** (Wednesday August 29th, Thursday August 30th, or Friday August 31st). This is considered your start-time, you can enroll on or anytime after your appointment time.
- You can enroll in and/or waitlist in up to 19.5 units (this is about 4 classes)
- The appointment time ends and WebReg will close on Tuesday, September 4th
- It will then reopen for all students Wednesday, September 5th
Once you view your enrollment time, here is how to prepare for enrollment.

Here are some steps to follow that we recommend you do after this webinar comes to an end:

- **Step 2:** View the WebReg tutorial - this is where you can learn step-by-step details on how to search for, plan, and enroll in your courses and additional information that we will not have time to cover in this webinar.
- **Step 3:** View various planning resources all found online
  - Schedule of Classes - This is where you can search for course offerings for Fall quarter, see the grade distribution for specific classes, and see instructor evaluations.
  - General Catalog - You can use this to look for your major specific requirements and course descriptions.
  - Academic Plans - see a 2 or 4 year plan for your declared or proposed major; not all the departments have created 2 year transfer plans, so you will want to modify the 4 year plans accordingly with what courses you may already have credit for and enter the appropriate amount of GE courses.
  - All of these are hyperlinked on this page, so you can access these resources at a later time.
We wanted to provide you with a sample schedule so that you can plan your own individual Fall courses based off of your requirements that the credit you are entering with.

This is an example for a Human Biology major. For their first quarter, this student may enroll in the following courses:

- First Course: CHEM 40A - required course for their major
- Second Course: BIPN 100 - an upper-division course required for the major
- Third Course: WCWP 100 - required academic writing course for your GE
- Fourth Course: Another major course or an upper-division non-contiguous GE (or UDNC) course

  For choosing your GE courses, you can view the information provided on our website and view our instructional Youtube videos if you have not done so already

If you are unsure of what major requirements you should take, consult with your major advisors on the New Student Site, review the department website, and read course descriptions on the General Catalog as mentioned.
Once you review example schedule including the 2 and 4 year plans, you can begin planning out your own individual schedule.

From August 6 through your assigned appointment time, you can access WebReg and create what is called “My Schedule.”

Under course enrollment, you can search for classes by typing in the department and the course number, if needed. For example, you can search “math” and various Math courses will be listed. You will then be able to select the “Plan” button under action and this will be entered in your personal schedule. The “Enroll” button will not be active until your enrollment time begins.

Also take note of the lecture and discussion times, the number of seats available, and if there is a waitlist.
Step 5: PLAN YOUR SCHEDULE

Choose your grading option (letter grade or pass/not pass), and click “Confirm”

Once you plan a course, it will ask you to select a grading option. Select “Letter” or pass/not pass. Most major courses will need to be taken for a letter grade, so check with your department if you have questions. You will have until Friday or Week 4 to go back to WebReg and change your grading options.
Step 5: PLAN YOUR SCHEDULE

› View your course plan through “List” or “Calendar” view

Also Resolve Scheduling Conflicts

For “My Schedule,” you can view the courses you have selected as a List or Calendar. For the planning feature you are able to plan courses that overlap with each other or that have waitlists. Ensure that you resolve any scheduling conflicts before your enrollment time. Remember to have back-up options.

For more information on how to plan your schedule view the WebReg tutorial.
Step 6: ENROLL

› You may enroll and waitlist in up to 19.5 units
› From your planned schedule, you can enroll through your “List” or “Calendar” views or the Search feature
› Click the “Enroll” button and choose your course grading option
› Click on “Confirm”

When your enrollment time is active, you will be able to enroll and waitlist in up to 19.5 units. Beginning the first day of the quarter, this limit goes up to 22 units.

You can go back to your planned schedule and from either the “List” or “Calendar” view, you will be able to click on “Enroll” and select your grading option.

Once you select your grading option, remember to select confirm or you will not be enrolled in the course. Once you are enrolled, your courses will turn blue on the “List” or “Calendar” view. Waitlisted courses will appear as light blue.
Many of you may experience being on a waitlist for a major or GE course. Your goal will be to be enrolled in a full-time workload (12 units) by Friday of Week 2. It is OK to waitlist in courses, but ensure that you have other options in mind.

Here are some tips that you should consider and be aware of:

1. You can only waitlist for one discussion section of a course
   ○ If there is another open section for the same course, we recommend that you enroll in an open section rather than waitlist

2. Consider whether or not to remain on the waitlist
   ○ Think about if you can take this course during a later quarter or if you can take an open course that will still satisfy that same requirement

3. During the first week of classes, you will want to monitor your waitlisted courses and have backup options; consider taking GE courses that are more flexible with your schedule

4. When the quarter begins, attend waitlisted and backup courses
   ○ Get the course syllabus for each class and do not fall behind in your coursework even if you are still waitlisted

Remember to monitor your UCSD email. You will receive a notification if your position changes on the waitlist or if you are added to the course.

The automatic waitlist ends Thursday of Week 2 - this means that if you do not get off of the waitlist by midnight on this day, then you will not be enrolled in the course.

The last day to add an open course for the quarter is Friday of Week 2.
At this time, we will begin our “Question and Answer” portion. So if you have any questions, feel free to submit them at this time and our counselors will be able to answer them. Remember to ask only general questions that are not specific to your academic background. You will be able to submit specific questions on the New Student Site after this webinar.

If we run out of time during the Q&A, we will take your questions and answer them by the end of next week.

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That’s all the time that we have. We will be sending out a recorded version of our webinar within the next week to your UCSD email addresses along with some other important academic information. We will see you all during September Orientation. Thanks so much for watching!