

UC DAVIS

SUMMER SESSIONS

Special Programs Registration and Policies

Special Programs during Summer Sessions are unique educational experiences consisting of one or more courses scheduled across varying terms, rather than the standard six-week increments. Some Special Programs are conducted on campus, while others take advantage of unusual locations or include course-related field trips and first-hand cultural or scientific immersions. Because of their unique locations, logistics and content, Special Programs typically require fees in addition to the standard per-unit fee. They may also require special application processes during the enrollment period. Many special programs require early applications. Please check program descriptions and application forms carefully for specific application and enrollment deadlines.

THERE ARE NO REFUNDS FOR SUMMER SESSIONS SPECIAL PROGRAMS.

View the list of 2008 Special Programs.

Program Eligibility

UC Davis Special Programs are open to:

1. Students of all institutions of higher learning or continuing education.
2. Graduates of secondary schools.
3. High school students who have completed their junior year and are capable of handling introductory-level university courses. To register for courses, high school students must obtain their principal's or counselor's signature and certification of their grade level and GPA on a verification form, in addition to filling out a Special Program Application form. Both forms must be submitted to the Office of the University Registrar, 12 Mrak Hall.
4. All persons over 18 years of age who have sufficient maturity and aptitude for the work they intend to undertake.
5. UC career staff.

6. Please note: where indicated, some special programs may require graduate student status.

Registration Process for Special Programs

All programs are on a first-come, first-served basis. Some programs/courses require an application, which is available for pick-up in the department offering the course and online at summer-sessions.ucdavis.edu/applications.html.

Please carefully follow the enrollment instructions for each course and the particular requirements for application and fee payment.

Additional Program Fees

Some programs have additional fees that will be individually accessed for each Special Program.

Payment

Your university account will be billed once your enrollment is confirmed (wait-listed courses will be billed if you move from the wait list into the course). Bills will be generated and available at mybill.ucdavis.edu for students who have enrolled in courses. No paper bills will be generated for students. It is your responsibility to check your schedule to confirm your courses before the first day of the session.

Payment Options

- Fees can be paid by check, draft or money order made payable to "The Regents of the University of California" and written for the exact amount of the fees due as indicated on SISWeb or mybill.ucdavis.edu. All payments should be mailed or taken to the Cashier's office, 1200 Dutton Hall, or placed in the Cashier's night drop box outside the main entrance of Dutton Hall.
- Payments can also be made online, through secure online payment, using electronic check (no service charge) or Discover credit card (\$12 flat service fee per transaction). No other credit cards will be accepted.
- **Mailed payments must be received by the deadline. Postmarks are not acceptable.**
- If your fees are paid in cash, they must be paid in person at the Cashier's office, 1200 Dutton Hall.

- If you receive financial aid to pay fees you must enroll in a minimum of six (6) units, including workload units, in each session you wish to attend in order to have the Financial Aid Office pay your fees by the fee payment deadline.
- If you have previous outstanding balances, financial aid will be applied to old debt and you may still be dropped for non-payment of fees for summer. Review your account on SISWeb or mybill.ucdavis.edu to ensure you do not have a balance due before the payment deadline.

Please view your financial aid requirements at financialaid.ucdavis.edu.

Refund Policy

THERE ARE NO REFUNDS FOR SUMMER SESSIONS SPECIAL PROGRAMS. You will be billed even if you withdraw or cancel your enrollment in Summer Sessions Special Programs.

Cancellation/Withdrawal Policy

Should you need to cancel or withdraw from Summer Sessions Special Program, you will need to complete a cancellation form (before the first day of the program) or a withdrawal form (on or after the first day of the program), which are both available at the Office of the University Registrar. No refunds will be provided.

Required Texts

You are responsible for purchasing the required texts (available through the UC Davis Bookstore, unless otherwise noted). If you are not a UC Davis student, a textbook order form will be sent to you, enabling you to purchase required texts from the UC Davis Bookstore by mail. You may also visit the UC Davis Bookstore online at bookstore.ucdavis.edu to purchase books.

Financial Aid

UC Davis Students

You may be eligible for financial aid for your summer enrollment. For more information check the Financial Aid Web site or contact the Financial Aid office in 1100 Dutton Hall or by phone at (530) 752-2390.

Students from Other Institutions

Please consult with your financial aid officer on your home campus regarding the

availability of funds for Summer Sessions. Financial aid offerings and eligibility specifications are different for each campus.

Consortium Agreements

Some campuses may allow you to receive assistance for courses taken at another campus via a Consortium Agreement, which is issued through your home campus and sent to UC Davis Summer Sessions for confirmation of enrollment. UC Davis will complete the requested information and return the form to your financial aid officer.

Transferring Units

Courses are transferable within the University of California system. You should, however, consult your academic advisor at your home campus to determine if the courses offered will be applicable as credit toward your major or other specific requirements.

If you plan to transfer units to an institution outside of the University of California system, you should consult your academic advisor at your home campus to determine transferability of units and grades, along with the application toward satisfying specific requirements.

Attendance

Attendance at classroom lectures and program field trips is mandatory. You are graded on participation and attendance.