

## ACADEMIC PLANNING FORM (APF) PAGE 1

### SIGNED FORM DUE WITH YOUR UCDC/UCCS APPLICATION

**Name:** \_\_\_\_\_ **Perm #:** \_\_\_\_\_ **Program (UCDC or UCCS)** \_\_\_\_\_

**UCDC/UCCS Term:**  Summer  Fall Qtr  Winter Qtr  Spring Qtr      **UCDC/UCCS Year:** \_\_\_\_\_

|              |             |                          |                     |
|--------------|-------------|--------------------------|---------------------|
| Major 1 (M1) | Department: | <input type="checkbox"/> | Letters and Science |
| Major 2 (M2) | Department: | <input type="checkbox"/> | Creative Studies    |
| Minor        | Department: | <input type="checkbox"/> | Engineering         |

| General Education Requirements Remaining<br>(attach additional page if needed) | Will complete before departure (Y/N) |
|--|--------------------------------------|
|  |                                      |
|  |                                      |
|  |                                      |
| # of GE units remaining at time of departure:                                  |                                      |

**Step 1. Determine your remaining requirements.**  
Go to [GOLD](#), Progress, Major & GE Progress Checks. **Double and pre-majors** should see their major advisors. Fill out this table with your remaining requirements.

| <b>Major 1:</b> _____   |                                      | <b>Major 2/Minor:</b> _____   |                                      |
|---|--------------------------------------|---|--------------------------------------|
| M1 Requirements Remaining<br>(attach additional page if needed) | Will complete before departure (Y/N) | M2/Minor Requirements Remaining<br>(attach additional page if needed) | Will complete before departure (Y/N) |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
|   |                                      |   |                                      |
| # of M1 units remaining at time of departure:                   |                                      | # of M2/Minor units remaining at time of departure:                   |                                      |

**Step 2. Research list of courses on your program.**  
Confirmed list of courses for your term will be available just before your program begins. Be flexible as courses on the tentative list may change and may ultimately not be offered during your term

- [UCDC Courseload \(Fall, Winter, Spring\)](#)  
Internship - 32 hours/week (8 units)  
Core Seminar (4 units)  
*Elective course(s) - optional*
- [UCDC Courseload \(Summer\)](#)  
Internship Only  
24 hours/week (4 units)  
24-32 hours/week (6 units)  
32 hours/week (8 units)
- [UCCS Courseload](#)  
Internship - 20 hours/week (5 units)  
3 Courses (10 units)  
*Elective course(s) - optional*

**Step 3. Make advisor appointments.** Meet with your undergraduate major(s) advisor (and college advisor when appropriate) to discuss and sign this form.

- Double major?** → Meet with and get signatures from BOTH major advisors.
- Undeclared?** → Complete this form with the undergraduate advisor of your intended major.
- Minor?** → Planning to complete minor requirements abroad? Get a signature from your minor advisor.
- Fulfilling GEs?** → Meet with your College advisor.
- Graduating Abroad?** → Have this form signed by your **major** advisor **AND** your **College** advisor.
- Engineer? CCS?** → Have this form signed by your **major** advisor **AND** your **College** advisor.

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**Step 4. Fill out this table.**

BEFORE meeting with your advisors, select courses you wish to take according to the number of units/courses required on your program.

| UCDC/UCCS Classes You Plan to Take. List extras as you may not know yet what will be available. |       |                       |    |       |    |  |   |                   |
|---|-------|-----------------------|----|-------|----|--|---|-------------------|
| Students fill in this side<br>(attach additional page if needed)<br><b>Course Title</b>         | Units | Likely to be applied? |    |       |    |  | Advisor Assessment  |                   |
|   |       |                       |    |       |    |  | Will the internship units be counted towards the major? If yes, how many units? | Advisor Comments: |
|   |       | M1                    | M2 | Minor | GE |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |
|   |       |                       |    |       |    |  |   |                   |

**Step 5. Print syllabi/descriptions.**

Bring syllabi/descriptions of any courses you wish to count for major or GE credit to your advisor meeting.

**Step 6. Sign below with your advisor.**

Copy for your records.

**Step 7. Submit this form.**

Submit with your application.

I plan to graduate while when my UCDC/UCCS program ends.  Yes  No Expected graduation (mo/yr): \_\_\_\_\_  
If "yes," my College advisor has signed below. If going on UCDC/UCCS in a 5th year, you are expected to graduate abroad. If you receive financial aid, please check with the UCSB UCDC/UCCS financial aid officer that you will have sufficient funds.

I realize this is a planning form, not an enrollment form. I will register for classes at a later date and understand the courses above are not guaranteed to be offered. I also recognize that I must petition my department and/or college after I return (save syllabi!) and have received my grades should I desire any UCDC/UCCS courses to fulfill major, minor or GE requirements.

\_\_\_\_\_  
**Student Name**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**



**L&S: Major advisor signature required. College advisor signature optional unless you will be graduating while abroad. Engineering & CCS: Both College advisor and major department advisor signatures required below.**

I have advised the student on how the proposed academic plan is likely to impact his/her progress to their degree.

Advisor Name \_\_\_\_\_

Major 1 \_\_\_\_\_

\_\_\_\_\_  
**Academic Advisor's Signature**

\_\_\_\_\_  
**Date**

I have advised the student on how the proposed academic plan is likely to impact his/her progress to their degree.

Advisor Name \_\_\_\_\_

Major 2/Minor \_\_\_\_\_

\_\_\_\_\_  
**Academic Advisor's Signature**

\_\_\_\_\_  
**Date**

I have advised the student on how the proposed academic plan is likely to impact his/her progress to their degree.

\_\_\_\_\_  
**College Advisor's Name**

\_\_\_\_\_  
**College Advisor's Signature**

\_\_\_\_\_  
**Date**