

**COLLEGE OF ENGINEERING
ENGINEERING UNDERGRADUATE OFFICE**

DISMISSAL EXIT COUNSELING

Dismissal is a difficult time for many students. There are many corresponding matters that will require your attention in the next few days. Please refer to this sheet and read this information closely so that your transition from and, eventually, back to UC Davis can go smoothly.

1. STUDENT HEALTH INSURANCE (SHIP)

Students dismissed from UC Davis and are enrolled in SHIP may elect to continue coverage through the end of the term in which you were dismissed, or you may request a refund of those charges as long as you have not utilized SHIP benefits within that term. If you do not wish to remain enrolled in SHIP, you may contact the Insurance Services department during the term you are dismissed and request a refund of your SHIP fee. Your request will be reviewed and, if approved, your account will reflect the refund. For more information, please call **752-6055** or stop by the second floor of the Student Health and Wellness Center.

2. COUNSELING SERVICES

You may be able to speak with a counselor at Student Health & Counseling Services to assist you in making the transition from the University by finding resources and services within the local community. To inquire about an appointment, call **752-2349**.

3. TUITION REFUNDS

Students who have been dismissed may receive a 100% refund of tuition you have paid for the current quarter. Refunds are managed by the Student Accounting Office and generally take 4-6 weeks to process, so it may be some time before you receive these funds. You may receive your refund via direct deposit. Please contact Student Accounting at **752-3646** for specific information.

4. SUMMER SESSION

Although you are ineligible to enroll in courses during a regular academic term (fall, winter, spring) while in dismissed status, you are eligible to enroll in courses during the Summer Session. **Please note:** courses you take at UC Davis in summer will count towards your UC and Major GPA. Please consult with the Dean's Office before selecting courses. For more information about Summer Sessions courses, please call **757-3305** or check online at summer-sessions.ucdavis.edu.

5. ACCESS TO CAMPUS SERVICES

While in dismissed status, you will not be able to access campus services, including the Activities & Recreation Center (ARC), Health & Wellness Center, Student Housing facilities, and/or Shields Library.

6. FINANCIAL AID

If you are receiving any Financial Aid awards, you should contact the Financial Aid Office to inquire how your dismissal will impact those awards. It may be possible for you to apply part of your financial aid package toward tuition or fees at another institution while you are dismissed. Please speak with a Financial Aid counselor in Dutton Hall or call **752-2390**.

7. UC DAVIS EMAIL ACCOUNT

You will continue to have access to your UC Davis email account during the time you are dismissed.

8. ON-CAMPUS HOUSING

You are ineligible to remain in the Residence Halls if you are not a registered full-time student. Keep in mind you will accrue daily room and board fees until your housing contract is properly cancelled. Failure to follow proper cancellation procedures will result in a \$75.00 fee, plus other applicable charges assessed to your account. Call the Student Housing office **752-2033** to speak to a Contracts Representative.

9. READMISSION

College of Engineering students who are dismissed for the first time may be eligible to return to UC Davis after one (1) year. In order to return, you must submit an application for readmission to the Office of University Registrar. The deadline to submit the application is approximately three (3) months prior to the quarter you plan to return. Readmission applications are available online or through the Registrar's Office. For additional information on readmission, please contact Nancy Davis in the Engineering Undergraduate Office **ndavis@ucdavis.edu**. A second dismissal is final – meaning that you may not return to UC Davis nor may you enroll at any other UC campus.

10. ASSIST.ORG

If you plan to attend a community college during your time away from UC Davis, you may compare course equivalencies between UC Davis and any California community college online at **www.assist.org**. This site may be particularly useful if you plan to complete part of your degree requirements while away. Consult with an adviser for further details.

11. SERVICES FOR INTERNATIONAL STUDENTS AND SCHOLARS (SISS)

If you are an F-1 or J-1 international student please contact SISS immediately to discuss how your dismissal will affect your current immigration status in the U.S. You should meet with your International Student Advisor as soon as possible to review your options as an international student (grace period, leaving the U.S., possible transfer, etc). To schedule an appointment you can stop by SISS, which is located at University House, or call **752-0864**

12. ACADEMIC ADVISING

Even while you are away from UC Davis, you are encouraged to keep in contact with your adviser for assistance. If you decide to change your major, we strongly encourage you to meet with an adviser from the department to which you wish to change for course planning and advising. If you plan to continue your engineering study, you may continue to see your departmental adviser.