



Division of  
Continuing Education

# Welcome to your ACP Program



**Summer 2020  
Student  
Orientation  
Handbook**

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## Welcome, Anteater!

Dear Student:

Welcome to the University of California, Irvine Division of Continuing Education (DCE)!

On behalf of our staff, we are pleased that you have chosen to study with UC Irvine and feel confident that your time will be academically rewarding as well as personally and culturally enriching as you engage with other students from around the world.

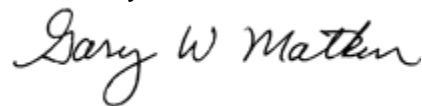
Due to the unique circumstances we currently find ourselves in, we have had to adapt to prevent further spread of the Novel Coronavirus (COVID-19). In compliance with university and government guidelines, most of our social and educational activities have transitioned online to encourage the principle of social distancing and protect our students, faculty, staff, and the greater UCI community. We will continue to offer you support and opportunities to supplement your UCI DCE experience throughout this time.

This student handbook has been prepared to help you succeed while studying with us. Please read it carefully, since it will answer many of your questions and give you important academic, legal, cultural, and practical information. Your health and safety is our primary concern, but we need your cooperation in following rules and best practices.

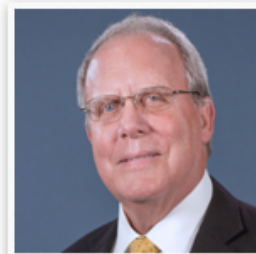
If you have any questions that are not answered in the handbook, please feel free to reach out to any of our student support staff. We all want your experience to be as rewarding and enjoyable as possible and we will make every effort to help you adjust to your new program.

**Again, we welcome you to UC Irvine and are glad to have you with us!**

Sincerely,



Gary W. Matkin  
Dean



## Staff Contacts

### Who to Contact for Program Assistance

All staff members are available to assist you during your program. Department contact information and a description of services are below. To learn more about each departments' services, please find their section in the handbook.

(Note: The regular office hours for staff members are Monday – Friday, 8:00am – 5:00pm PST.)

#### Contact an **International Student Advisor** if...

- You need help with immigration matters (visa, transfer, etc.).
- You are planning to leave the United States for a vacation, etc.
- You have questions about employment in the United States.

#### **Immigration**

E-mail: [ImmigrationOfficials@ce.uci.edu](mailto:ImmigrationOfficials@ce.uci.edu)

Phone Numbers: 949-824-8795 | 949-824-1974

#### Contact an **Academic Advisor** if...

- You need help with academic planning and course selection.
- You need help choosing a DCE program.
- You need U.S. College Counseling.
- You have attendance questions or problems.
- You have problems with a teacher or classmate.
- You are experiencing difficulty in your courses.

#### **Academic Advising**

E-mail: [academicadvising@ce.uci.edu](mailto:academicadvising@ce.uci.edu)

Make an online appointment for a phone call/video call at:

<https://dceacademicadvising.youcanbook.me/>

#### Contact the **Student Life & Activities office** if...

- You need information about activities.
- You need information about transportation, bus passes, car rentals, etc.
- You need information to apply for a California Driver's License.
- You would like to meet with native English speakers to practice your English.
- You need general information about the UC Irvine campus.
- You need help creating a UCINetID or UCI Gmail account

#### **Student Life & Activities**

E-mail: [activities@ce.uci.edu](mailto:activities@ce.uci.edu)

Phone Number: 949-824-8530

Website: <https://about.me/activities>



Access the **International Student Support Program (ISSP)** anytime, in your native language, and on your mobile phone with the My SSP app:

Download the app here: [Apple App Store](#) | [Google Play](#)

My SSP App features:

- Immediate, confidential, and cultural support in your native language for any concern you may experience while studying in our program
- Call or chat with a professional My SSP advisor 24/7
- Read articles and watch videos catered to international students

**Website:** [us.myissp.com](http://us.myissp.com)

**Phone Number:** 1-866-743-7732

- For questions, please contact [HealthandWellness@ce.uci.edu](mailto:HealthandWellness@ce.uci.edu) or 949-824-6872

Contact the **Health and Wellness Advisor** if...

- You need help with your physical and mental health and wellness
- You need help with housing or financial concerns
- You need help with UCI Health Insurance
- You have questions about the MySSP app

**Health & Wellness Advisor**

**Michael Sciarappa**

**E-mail:** [msciarap@uci.edu](mailto:msciarap@uci.edu) or [HealthandWellness@ce.uci.edu](mailto:HealthandWellness@ce.uci.edu)

**Phone Number:** 949-824-6872

**Make an online appointment for a phone call/video call at:**

<https://dceadvising-michael.youcanbook.me>

Contact **Student Services** for all other questions or concerns:

**Student Services**

**E-mail:** [IP@ce.uci.edu](mailto:IP@ce.uci.edu)

**Phone Number:** 949-824-5414

Send questions about **Class Attendance** to: [ESL-Attendance@ce.uci.edu](mailto:ESL-Attendance@ce.uci.edu)

For a complete list of **DCE Staff Contacts**, go to:

<https://ce.uci.edu/about/contacts/administrative/>

<https://ce.uci.edu/about/contacts/services/>

<https://ce.uci.edu/about/contacts/>

## Contacts Card

Here are some important contacts you want to keep with you at all times. Cut out the Contacts Card and put it in your wallet!



### Contacts Card

In case of an emergency, dial **911**

UC Irvine Campus Police: 949-824-5223

UC Irvine Student Health Center: 949-824-5301

### DCE Student Services

Website: [ce.uci.edu](http://ce.uci.edu)

E-mail: [dce-services@uci.edu](mailto:dce-services@uci.edu)

Phone Number: 949-824-5414

Immigration Concerns: [ImmigrationOfficials@ce.uci.edu](mailto:ImmigrationOfficials@ce.uci.edu)

International Student Support Program: 1-866-743-7732

## Academic Information

### Information about UCI Accelerated Programs

Dear Students,

We are pleased to welcome you to UCI! This week, classes for your accelerated program will begin and will be available on our online platform, Canvas. Before classes officially start on Wednesday, June 24<sup>th</sup>, you will receive information with your course schedule, student and instructor expectations, and attendance/participation policies. Please make sure to review the documents carefully and reach out to your Program Coordinator if you have any questions regarding any of the information provided. We have included below some tips for academic success this quarter.

**Angela Jeantet, Director**

Education, Business, Engineering, and  
Life Sciences Programs

**Stephane Muller, Director**

Business & Technology Programs

### Tips for Academic Success

The Accelerated Program that you are taking has been converted to an online program. We encourage students to be as active as possible to get the most of their program content. Below are some points for success in your program:

- Ask questions & get to know your instructors
- Dedicate time to learning every day – these courses are accelerated – a recommended study time of 2-3 hours for each day of class content will help you to keep up with the work and be successful in the program
- Develop a routine, a healthy schedule
- Participate!
- Connect with classmates outside of the online class environment – arrange study groups and co-working sessions on Zoom to share ideas and help one another



## Academic Program Contacts

### Business Administration

Kezia Baten, Program Coordinator, [batenk@uci.edu](mailto:batenk@uci.edu)

### International Business Operations & Management

Francine Berg, Program Coordinator, [fberg@uci.edu](mailto:fberg@uci.edu)

### Project Management

Vonessa Yu, Program Coordinator, [vonessa.yu@uci.edu](mailto:vonessa.yu@uci.edu)

Chris Casas, Program Coordinator, [chris.casas@uci.edu](mailto:chris.casas@uci.edu)

## Week 1 Workshop Opportunities

**SAVE THE DATE**



### Monday, June 22<sup>nd</sup>

**Welcome Q&A – New Students**      **9:00am-10:00am (PST)**      **Zoom ID: [955 1821 2579](#)**  
**Password: dce-su20**

A short welcome with DCE staff (Student Life & Activities, Immigration, Academic Advising, Internships, Health & Wellness, and more) for our new certificate students. If you have questions, we are here to answer them. Come say hello and meet your ACP Liaisons!

### Tuesday, June 23<sup>rd</sup>

**Mandatory ACP IBOM**      **9:00am-9:30am (PST)**      **Zoom ID: [946 9855 1431](#)**  
**Academic Orientation**      **Password: welcome**

Mandatory academic orientation for all International Business Operations & Management (IBOM) students. Come meet your program coordinator who will go over important program policies and will be available to answer any program specific questions you may have.

**Mandatory ACP BA**      **9:00am-9:30am (PST)**      **Zoom ID: [949 824 5592](#)**  
**Academic Orientation**      **Password: welcome**

Mandatory academic orientation for all Business Administration (BA) students. Come meet your program coordinator who will go over important program policies and will be available to answer any program specific questions you may have.

**Mandatory ACP PM**      **9:00am-9:30am (PST)**      **Zoom ID: [977 0257 7332](#)**  
**Academic Orientation**      **Password: welcome**

Mandatory academic orientation for all Project Management (PM) students. Come meet your program coordinator(s) who will go over important program policies and will be available to answer any program specific questions you may have.

**Ask Us Your Tech Questions**      **12:00pm-1:00pm (PST)**      **Zoom ID: [955 2859 9961](#)**  
**Password: dce-su20**

Join us on Zoom for an informative drop in session where UCI students are available to answer any technology related questions you may have. Come learn how to navigate your DCE account, Canvas, YouTube, Google Drive, and more!

**Professional Workshop:**      **1:00pm-2:00pm (PST)**      **Zoom ID: [949 9661 0425](#)**  
**Developing Your Professional Self**      **Password: dce-su20**

Led by the Internship team, this workshop is designed to develop the professional skills of ACP students. Participate in activities that focus on different components of your personal and professional brand.

**Wednesday, June 24<sup>th</sup> (ACP Classes Begin)**

**Internship Info Session**      **12:00pm-1:00pm (PST)**      **Zoom ID: [952 1685 3913](#)**  
**Password: dce20su**

This info session will provide an overview of the DCE Internship Program, the benefits of internship preparation and completion, the development of your professional skills, and the support system from our office during your 10 weeks in an American business setting.

**Thursday, June 25<sup>th</sup>**

**Success with Online Study**      **12:00pm-1:00pm (PST)**      **Zoom ID: [933 7120 0089](#)**  
**Password: dce-su20**

A brief workshop with information on how to be successful this quarter! For many, online classes are something new, and having your full class schedule be online is very different. We will share some advice to help make this quarter a success.

**Friday, June 26<sup>th</sup>**

**Happy Hour**      **4:00pm-5:00pm (PST)**      **Zoom ID: [998 9431 8191](#)**  
**Password: dce-su20**

We hope to create a time for anyone in our community to drop in, share knowledge, ask for help, chat about the week, relax, and unwind like family. Join us and meet your ACP Liaisons (UCI students) too!



## Additional Workshop Opportunities

### Wednesday, July 1<sup>st</sup>

**Leadership Workshop:**                      **Time: TBD**                      **Zoom ID: TBD**  
**Understanding Yourself and Your Teams for Better Results**      **Password: TBD**

This seminar will discuss using strength based competencies to positively affect your career, your leadership and your teams. We will explore your personal strengths and competencies and how to think about them within your own career. We will also explore how to use competencies in leadership to get the best out of the individual, build effective teams, and deliver on your business objectives. Self-assessments will be incorporated and its application to leadership.

### Wednesday, August 5<sup>th</sup>

**Fall ACP Programs & Services**      **4:30pm-5:30pm (PST)**      **Zoom ID: [991 5423 3881](#)**  
**Password: dce-su20**

This workshop will provide you with information about the upcoming Fall Accelerated Certificate Programs! There will be DCE staff available to answer any questions about visas, academics, and more. If you have any questions about continuing studies at UCI or elsewhere, switching programs, or going home, feel free to drop in any time during the hour.

### Wednesday, August 26<sup>th</sup>

**Zero Gravity Workshop**                      **5:00pm-7:30pm (PST)**                      **[Register Here](#)**

Zero Gravity® is an inspirational and thought-provoking workshop designed to deliver the required mind shift and critical thinking to foster interest in innovation and entrepreneurship for personal as well as organizational readiness. Professional educators have carefully curated Zero Gravity® program and its unique content with a simple goal in mind-enabling individuals, teams, and organizations to better understand, manage, and navigate the era of disruption and stay relevant.

**Note:** *Space in this workshop is limited and you will need a webcam to participate!*

## Course Resources

### How to Create Your UCI DCE Account

The UC Irvine Division of Continuing Education (UCI DCE) Student Portal is for students to access the following:

- Grades
- Unofficial transcripts and grade cards
- Class Schedules
- Canvas

The Student Portal may also be used to:

- Update personal address, email address, and telephone numbers
- Pay fees

Follow the steps below to activate your UCI DCE Account:

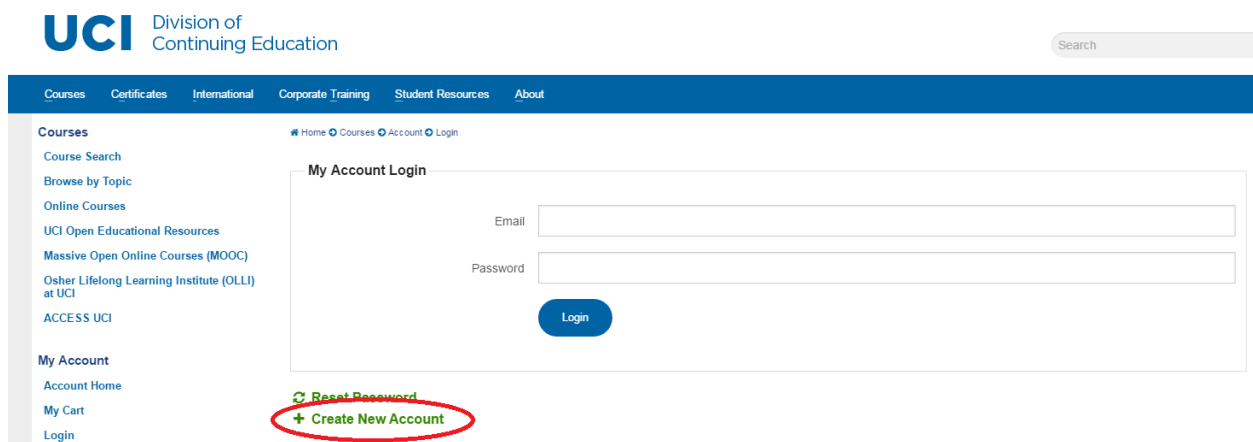
#### Step 1:

- Visit the UCI DCE website: <https://ce.uci.edu/>
- Click on “My Account” in the upper right corner.



#### Step 2:

- Click on “Create New Account”



## Step 3:


- Enter the following information exactly as it appears on your passport/I-20/UCI DCE Record

**Note:** Be sure to include any spaces in your name. Do not include hyphens or special characters

- Birthdate** (month, day, year)
  - Last name (surname/family name)**
  - Social Security Number – If you are **not** a U.S. citizen, or do **not** have a Social Security Number, **do not complete this section. Leave it blank.**
  - Country of Citizenship** as it appears on your passport/I-20/UCI DCE Record
  - Country of Birth** as it appears on your passport/I-20/UCI DCE Record
  - International Student ID#** – Your student ID number can be found at the top of your pre-arrival information email or on your ID card.
    - Example:** “Student ID: 000123456” or “001234567”
- Click “Submit New Account Data”

## Create New Account

Intended for first-time online registrants who do not yet have a web user account at UCI Continuing Education. You will also need to have a course already in your cart.

Birthdate		
Month	Day	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>
<hr/>		
Last Name	<input type="text"/>	
Social Security Number	<input type="text"/>	<input type="text"/>
Confirm Social Security Number	<input type="text"/>	<input type="text"/>
<hr/>		
Country of Citizenship	<input type="text" value="U.S.A."/>	
<hr/>		
Country of Birth	<input type="text" value="U.S.A."/>	
<hr/>		
International Student ID# 	<input type="text"/>	
<input type="text" value="X0+"/>	<input type="text"/>	
<hr/>		
<input type="button" value="Submit New Account Data"/>		

## Step 4:

- Enter the following information:
  - **Email address** you wish to use as your login
  - **Create a password**
  - Enter your **full name**
  - Select your **gender**
- Click “Create New Account”

Email

penny@uci.edu

(This will be your account username.)

Password ?

••••••••••

Confirm Password

••••••••••

First Name

Penny

Middle Name

T.

Last Name

Anteater

Gender

☐ Male ☒ Female

Create New Account

## Step 5:

You will be directed to your profile page, where you can do the following:

- Update your phone numbers and addresses
- Subscribe to zotALERT for important emergency communication from the UCI campus

You may navigate to other sections by selecting from the “My Account” links at the left of the page.

This [video](#) explains how to create a new DCE account to access Canvas and additional course information.



## Frequently Asked Questions (FAQs)

### **The information on my I-20 is incorrect! What do I do?**

If your name, date of birth, citizenship, or any other information on your I-20 is incorrect, please email [ImmigrationOfficials@ce.uci.edu](mailto:ImmigrationOfficials@ce.uci.edu) immediately. You may also call the UCI DCE Student Services front desk at (949) 824-5414 and ask to speak with an immigration advisor.

### **I have followed the instructions, but I still cannot create my account. Who do I contact for help?**

Please contact Student Services. The Student Services office is open Monday through Friday, 8:30am-4:30pm, PST. You may call us at (949) 824-5414 (press "1"), or send an email to [dce-services@uci.edu](mailto:dce-services@uci.edu).

### **Do I need to enter a Social Security number? I don't have one.**

Unless you are a U.S. citizen, this section should be left blank.

### **What is my student ID number? Where can I find my student ID number?**

Your student ID number is a pre-assigned 9-digit number that is unique to you. The number can be found at the top of your pre-arrival information email. If you have any questions about your student ID number, please contact Student Services at (949) 824-5414 (press "1"), or send an email to [dce-services@uci.edu](mailto:dce-services@uci.edu).

### **I logged into my account, but I can't see my schedule.**

Your student schedule is generally available 1-2 days before your classes begin.

## How to Access Your Courses Online (Canvas)

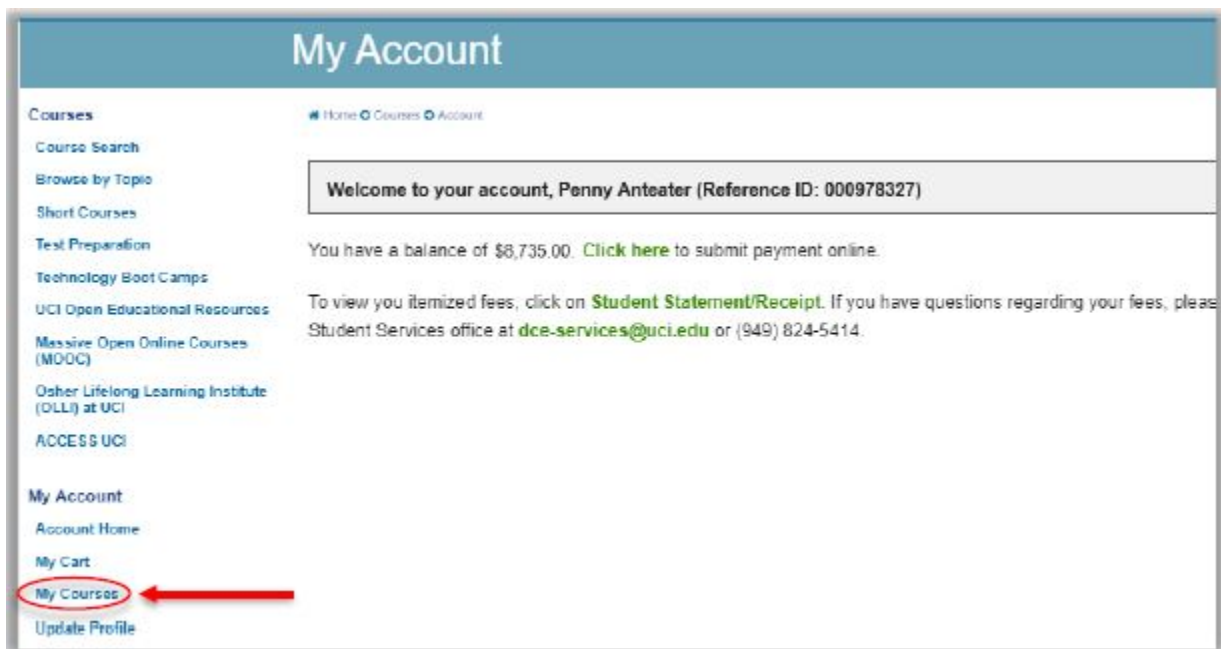
Canvas is an online learning management system where you can access:

- Courses
- Assignments
- Grades
- Messaging to contact your instructor and classmates

\*Note that you *must* have a DCE account **before** trying to access Canvas. To create a DCE account, please read the previous section “How to Create Your UCI DCE Account.”

### Step 1:

- Log into My Account at: <https://ce.uci.edu/>
- Click on “My Courses” on the left hand column, under the “My Account” heading
- If accessing from a mobile device, click the key icon on the top right to open the “My Account” side menu and click “My Courses”



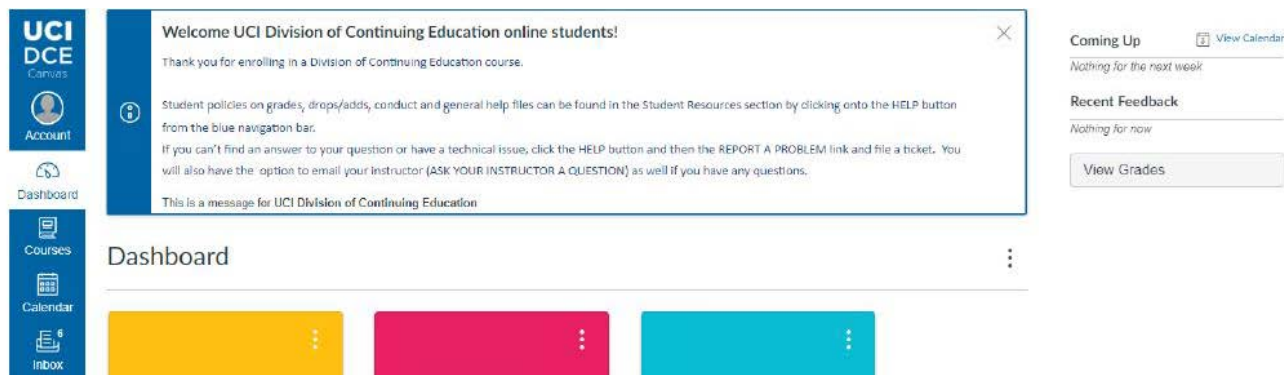
### Step 2:

- Click the green “Access Canvas” button




## Step 3:

- You are now logged into Canvas!



- Your courses will be visible on the official start date of your program
- Click on the title to access your course

If you are having difficulty within Canvas, please click  and submit a help ticket. If you have difficulty logging into your DCE account, or if there is an error with your course, please contact the Student Services office [dce-services@uci.edu](mailto:dce-services@uci.edu) or (949) 824-5414 (press 1).

## Helpful Online Resources for Canvas

You can access Canvas through your DCE Account. Please watch the videos below for online tutorials on how to access and navigate through Canvas.

- How to access Canvas from the DCE website:  
<https://app.vidgrid.com/view/ZWD53TpiRmnx/?sr=0fVdVJ>
- Canvas overview:  
<https://vimeo.com/74677642>
- Help files (as explained in the first video) can be found by clicking the HELP button from the blue navigational bar on the left side and selecting “Student Resources.” Under “Student Resources,” there are in depth help files for the most common activities in Canvas.
- How to Use the Canvas App on a Mobile Device:  
[https://youtu.be/\\_u8hKRhNxLI](https://youtu.be/_u8hKRhNxLI)
- How to Access Your Courses on Canvas:  
<https://youtu.be/a5asrz5AU5g>

Please email your questions or comments directly to [online@ce.uci.edu](mailto:online@ce.uci.edu).

## Academic Advising

### Our Team



Christian



Dianne



Joana



Josh



Rowena



Yiqian

### Services

- Academic planning
- DCE program policies
- Having difficulty in courses
- Problems with a teacher or classmate
- Attendance questions or problems
- Choosing DCE programs
- Choosing DCE or UCI courses
- US College Counseling
- Transfers / Withdrawals
- Personal issues
- And more!

### Connect With an Advisor

Contact an advisor through one of the methods below:

- **Email us at any time** at [academicadvising@ce.uci.edu](mailto:academicadvising@ce.uci.edu)
- **Make an appointment** for a **Zoom video conference** or **phone conversation** at <https://dceacademicadvising.youcanbook.me/> and we will email instructions to you.
- For faster service, email during “Drop In” hours, from 9:00am to 12:00pm or 1:00pm to 4:00pm (PST), Monday through Friday.

**NOTE:** Please include your full name and ID# when you email us!

**IUPP students ONLY:** In addition to the methods above, IUPP students will be matched with an Assigned Advisor who will email you with instructions about your required appointments.

**Our Academic Advisors are ready to help you!**

## Internships

### Our Team

We are the **Internships Team** who is here to support you as you pursue an internship while at UCI DCE!



**Amy Bue**  
*Internship Manager*



**Dalia Bahu**  
*Internship & Employer  
Relations Coordinator*

### This is your Opportunity

Did you know? Individuals who complete internships are much more likely to find meaningful employment upon completion of their education. That means they are more likely to find a job that they enjoy, want to stay in, and in which they can grow.

Take this opportunity to prepare for and participate in an internship here in the U.S.! Use the skills and knowledge you gain from your Accelerated Certificate Program in a real-life business setting. We will help you prepare for and participate in a 10-week professional internship in the Southern California business community.

### Why should you enroll?

	Increase your exposure to American business culture		Enhance your marketability to improve your hiring potential
	Gain valuable work experience using your ACP		Build your global professional network

## Learn More

We are hosting online information sessions for you to learn more:

1. **Wednesday, June 24, 2020**

12:00 – 1:00 PM

Zoom ID: 952 1685 2913

Password: dce20su

## Program Dates

**Enrollment Deadline:** Wednesday, June 30, 2020 at 4:00pm

**Payment Deadline:** Wednesday, July 1, 2020 at 4:00pm

**Quarter 1: Internship Preparation Course** begins the week of July 7, 2020

**Quarter 2: Internship** dates are September 21, 2020 – December 4, 2020

## Connect With Us

We are here for you! All advising services will be done remotely via email, Zoom video conferencing, or phone. Contact us with your questions and/or to talk about this opportunity:



**Make an appointment:**

<https://dceinternshipprogram.youcanbook.me>



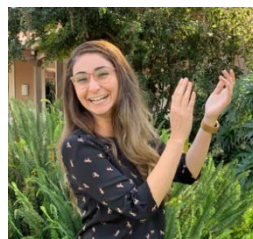
**Email us:**

[dce-internships@ce.uci.edu](mailto:dce-internships@ce.uci.edu)

**We can't wait to support you!**



**Amy**



**Dalia**



## Immigration Advising

### Our Team



**Mimi Anderson**  
[yangmm@uci.edu](mailto:yangmm@uci.edu)  
(949) 824-8795



**Danny Hsing**  
[hsingd@uci.edu](mailto:hsingd@uci.edu)  
(949) 824-1974

### Services

- Maintain F-1 student visa status
- Optional Practical Training (OPT)
- I-20 replacement, extension, and termination
- Medical leave
- On campus employment
- Transfer to another US Institution
- Travel outside the US
- Vacation quarter
- SEVIS record print out for DMV
- General advising

### Connect With an Advisor

- Email us at any time at [immigrationofficials@ce.uci.edu](mailto:immigrationofficials@ce.uci.edu)
- Private Zoom video conference or phone appointments available upon request

**Our International Student Advisors are ready to help you!**

## Overview of Immigration Regulations

To maintain F-1 (student) status in the United States, you must fulfill the following requirements:

- Maintain full-time enrollment and make progress toward completion of your program
- Regularly attend class at all times and do not exceed maximum allowable absence hours
- Provide your California address within 10 days of your arrival into the U.S.
- Notify an Advisor of any change of address within 10 days of your move to a new address in the U.S.
- Request a program extension BEFORE the expiration date of your I-20 if you need more time to complete your program
- Follow regulations for travel outside of the United States and keep your passport valid at all times for at least 6 months into the future
- Do NOT accept off-campus employment
- Notify an Advisor of your intent to transfer to another school BEFORE the end of your current program
- Leave the United States or transfer to another school within 60 calendar days of completing your program

## Understanding Your Visa Documents

- Your F-1 visa is used for entry into the U.S. only
- If your visa expires you do not have to leave the U.S.
- If your F-1 visa is expired and you want to travel outside of the U.S., you must renew your visa at an embassy outside of the United States before you can re-enter the United States.
- Once you enter the U.S., the CBP admission stamp in your passport and your I-20 are the documents that tell you how long you may remain in the U.S. All students should have a CBP admission stamp in their passport that says D/S. This means "Duration of Status". As long as you maintain your status as a student, you are eligible to remain in the U.S.
- **You may stay in the U.S. and study AS LONG AS YOU ARE A FULL-TIME STUDENT and have a valid I-20 from the school that you are attending.** If you withdraw or are dismissed from UCI Division of Continuing Education before the end date on of your I-20, you must depart the U.S. immediately.

## Extensions of Stay

If you are unable to complete your program by the "program end date" on page 1 of your I-20, you must request an extension on your I-20. Please contact an International Student Advisor BEFORE the expiration date of your I-20 at [immigrationofficials@ce.uci.edu](mailto:immigrationofficials@ce.uci.edu).

## Continuing Studies in Another UCI DCE Program

If you are interested in enrolling in a different UCI DCE program after the completion of your current program, you will need to submit a new application. For more information about our program offerings and requirements, please contact an Academic Advisor at [academicadvising@ce.uci.edu](mailto:academicadvising@ce.uci.edu)

## Medical Leave

If you are unable to attend your program on a full time basis due to a temporary illness or medical condition, you may be authorized for a reduced course load for a period of time not to exceed a total of 12 months. **You must speak with an Advisor and provide a valid doctor's note which recommends leave BEFORE you stop attending classes.** You must submit a valid note from a licensed medical doctor, doctor of osteopathy, or a licensed clinical psychologist within the U.S. and receive an approval notice for a reduced course load. Any absences you earn prior to reduced course load approval may negatively impact your F-1 status with our school. For more information, please email [HealthandWellness@ce.uci.edu](mailto:HealthandWellness@ce.uci.edu).

## Travel Outside of the U.S.

Before you travel outside of the United States, please follow the directions listed on: <http://eslstudents.ce.uci.edu/traveling-outside-of-the-us.html>. The information from the link regarding travel applies to all UCI Division of Continuing Education students. You must be in valid F-1 status and have a travel signature on your current I-20. The date of the travel signature must be less than one-year-old. You must ensure that you will not miss class during your travel time and you must return to UCI Division of Continuing Education to continue your studies immediately following your re-entry to the United States.

## Employment

Off-Campus employment is **NOT** allowed. On-campus employment is allowed for students who are in valid F-1 status. On-campus employment opportunities are limited and must be part-time only (less than 20 hours per week). For more information, please contact an International Student Advisor at [immigrationofficials@ce.uci.edu](mailto:immigrationofficials@ce.uci.edu).

## Probation/Dismissal

In order to maintain your F-1 status, you must follow all attendance and academic policies of your program. Please be sure to read and understand all rules for academic probation and dismissal for your program. If you have any questions please contact an Academic Advisor at [academicadvising@ce.uci.edu](mailto:academicadvising@ce.uci.edu).

## **Vacation Quarter**

You may be eligible for a one quarter vacation period if you are in good academic standing and have attended 3 consecutive quarters at UCI DCE. You must request and be approved for a vacation quarter **before** the end of the current quarter. You also must return to your studies at our school immediately after your vacation quarter.

## **Transfer in From Another School**

If you are transferring-in to our school from a different school, you will be receiving a new I-20 within 3 weeks from the start of your program. If you need your I-20 earlier for travel or DMV purposes, please contact an International Student Advisor at [immigrationofficials@ce.uci.edu](mailto:immigrationofficials@ce.uci.edu).

## **Transfer out From Another School**

In order to transfer to another school from UCI DCE, you must be transferred to a new school within 60 days of your program end date. If you withdraw from our program in the middle of the quarter you may not be eligible to transfer. If you are dismissed from our programs, your I-20 will be terminated and cannot be transferred in ACTIVE status.

## **Preparing to Leave the United States**

Immigration regulations require you to leave the United States within 60 days of your program completion date. Students who do not complete their program due to dismissal or withdrawal do not receive the 60-day period and must leave the United States immediately.

**Please contact an International Student Advisor at  
[immigrationofficials@ce.uci.edu](mailto:immigrationofficials@ce.uci.edu) if you have any questions.**

**We are happy to help you. Enjoy your studies!**

## Health and Wellness Advising

### Meet your Student Wellness and Support Advisor



*Michael Sciarappa*

### Services

- Your personal well-being and wellness
- Mental Health
- Housing or Financial Concerns
- My SSP Contact
- UCI Health Insurance
- Assistance with receiving Medical Care

### Connect with an Advisor

All services will be done remotely through email, Zoom video conference or phone.

- **Email anytime:** Michael Sciarappa: [msciarap@uci.edu](mailto:msciarap@uci.edu) or Health and Wellness: [HealthandWellness@ce.uci.edu](mailto:HealthandWellness@ce.uci.edu)
- **Phone:** (949) 824-6872
- **Or make an online appointment** for a Zoom video conference or phone conversation at <https://dceadvising-michael.youcanbook.me>

**Health and Wellness is here to support you!**

## Health and Wellness at UCI DCE

UCI DCE is a top academic institution in one of the safest cities in California. Whether you are studying in your home country or in Southern California, it is important to focus on your health and well-being. At UCI DCE, our students' health and wellness is our #1 priority. If you have any concerns, please contact your Student Wellness and Support Advisor, Michael Sciarappa, or any member of the DCE staff. We are here to help you succeed!

## Staying Healthy

### UCI Health Insurance

UCI DCE students are required to have health insurance. Students are automatically charged the UCI health insurance fee. If you wish to use your own insurance and not the UCI health insurance, please contact [DCE-Services@uci.edu](mailto:DCE-Services@uci.edu) to request and submit an insurance waiver form.

The UCI health Insurance provider is Anthem Blue Cross. You can find the details for UCI health Insurance/Anthem Blue Cross [here](#). You can download your insurance identification card [here](#). If you need to seek treatment before you receive your member ID number, call Anthem Blue Cross at (800) 888-2108. If you are not in Anthem's database, contact Relations at (800) 537-1777 to confirm enrollment.

After you download and print your insurance ID card, carry it with you at all times. You will be asked for your insurance ID card when you go to a physician's office, urgent care center, hospital, or pharmacy.

Please note that our UCI health insurance plan has a \$100 deductible fee per person for using in-network doctors, and a \$200 fee per person for using out-of-network doctors per Policy Year. This means students would pay the first \$100 or \$200 once a year. If a student chooses to go see a doctor at UCI Student Health Center, you do not pay the deductible.

If you would like more information on how to access your insurance card, how to locate a doctor/provider, and access documents translated into your native language, please visit this [website](#).

### My SSP – an international student support program

In addition to health insurance, all students have free access to My SSP – an international student support program. My SSP can help with everyday student concerns such as:

- Adjusting to a new culture
- Being successful at a new school
- Maintaining relationships with friends and family



- Establishing healthy eating and sleeping habits
- Stress, anxiety, loneliness, sadness and much more!

Find out about [My SSP: International Student Support Program](#). Download the *free* **My SSP app** to your mobile device and complete your profile to get started, or call 1.866.743.7732. As an international student, you can receive *free* confidential support from a My SSP counselor:

- 24 hours a day, 7 days a week via phone or chat
- Available in multiple languages and counselors understand your culture and challenges
- Keeps your information confidential

## COVID-19

Here are important resources regarding COVID-19:

- If you have questions the **UCI Coronavirus (COVID-19) Response Center** can offer individual support. They can be reached at 949-824-9918 or [covid19@uci.edu](mailto:covid19@uci.edu).
- DCE has added an alert banner to the main DCE website that links to a Coronavirus updates and resources page: <https://ce.uci.edu/resources/health/>
- Everyone should continue to follow this guidance:
  - **Stay home and practice social distancing**
  - Regularly wash your hands with soap
  - Get plenty of sleep
  - Eat healthy
  - Cough/sneeze into your elbow
- Please refer to the [COVID-19 webpage](#) for UCI information and updates.

Notice from UCI Health Insurance (Anthem Blue Cross):

If you have UCI Health Insurance (Anthem Blue Cross) and need to be tested for COVID-19, your health plan will cover the costs for a doctor ordered COVID-19 test with no co-pay or deductible, including out-of-network facilities, if an in-network provider is not accessible.

If you contract COVID-19, your health plan will provide coverage for treatment the same as it would for any other illness. You can refer to your health plan for additional details.

## UCI Student Health Center

The primary mission of Student Health is to serve students registered in academic degree programs. DCE students can be seen at the Student Health Center on a "fee-for-service" basis for all medical, mental health, or dental services.

- You will pay for services when you visit and then submit a claim form to your insurance company for reimbursement.

- To get reimbursed you will complete the Medical or Prescription Drug [Claim Form](#). Submit the claim form and itemized receipt(s) to the health insurance company for reimbursement by using [Anthem's website](#).
- If you have any questions about the status of your claim after submitting it, please call Anthem Blue Cross at (800) 888-2108. A claim must be submitted after an Injury or Sickness has occurred in order for the claim to be paid. Please always keep a copy of all documents submitted.

The Student Health Center (building SHC I) is located on campus at the corner of East Peltason and Pereira Drive. They are building #5 on the campus [map](#). Student Health Center II (building #6 on the campus [map](#)) is located across the street and houses the Dental Clinic and some administrative offices.

To make an appointment, click [here](#) or call the appointment desk at **(949) 824-5304**.

## Where do I go if I get sick?

Two health service locations near UCI campus are:

- UCI [Student Health Center](#)
- [Hoag Hospital Irvine](#) is located just outside of the main UC Irvine campus. This location will accept UCI insurance.

## Urgent Care

If the UCI Student Health Center or your doctor's office is closed and you need immediate medical attention, try to visit an in-network urgent care center. Urgent care is best for sickness or minor injuries. For life-threatening emergencies, dial 9-1-1 to reach emergency services. Be prepared to tell them your name and location.

The following local urgent care centers are currently part of the UCI health Insurance (Anthem Blue Cross) network:

- Newport Urgent Care, (949) 752-6300
- Vital Urgent Care, (949) 200-1655
- Marque Urgent Care, Inc., (877) 693-6266
- Advantage Plus Medical Center, (949) 260-0744
- Sand Canyon Urgent Care Medical Center, (949) 417-0272

## Police

If you have an emergency dial 911 (emergencies include serious accidents or injuries, domestic violence, burglary, and/or rape).

We suggest you add the following non-emergency phone numbers into your phone for quick access (non-emergencies include property theft, questions, and/or noise complaints)

- University of California, Irvine [Police Department](#): (949) 824-5223
- Irvine Police Department: (949) 724-7000

UCI Police offers [safety brochures](#), which include tips and advice to increase your security and what you can do to prevent becoming a victim of crime.

## Assault Resources and Education

Important - please visit the [CARE](#) website to become aware of different assault and fraud trends happening in the UCI community. There are tips and information on how to protect yourself from threats and important contacts if you need to report anything.

## Stopped by a Police Officer

If you are driving and get instructed by a police office to move to the side of the road and stop, make sure to:

- ***Remain calm***
- Pull over to the right shoulder, when safe to do so
- Keep both hands on top of the steering wheel and wait for the officer to approach your vehicle. Do not make quick or surprising movements.
- Provide your driver's license, automobile registration and proof of automobile insurance to the officer.
- In any police interaction, say that you are a "**visiting international student**" attending a short-term program at UCI.

## Staying Safe

Irvine, California is an extremely safe city in California and in the United States, however, it is important to be aware of your environment and thoughtful of your actions in a new area and/or country. Please read and follow the below safety tips.

## Money Safety

- Do not carry large amounts of cash. Only carry the amount you are willing to lose.
- In crowded or public places - Zip or lock your purse closed and keep it close to your body. Place your wallet in your front pocket.

- Make copies of your ID and information and keep in a safe place in case you lose your wallet.
- Be aware of **scams**
  - Do not send money (cash, check, or wire transfer) to a stranger
  - Do not cash a check for a stranger
  - If the deal sounds “too good to be true,” it probably is not safe

## Walking Safety

UC Irvine has a safety escort service who can accompany you when walking at night or trying to get home. To request one, you can call 949-824-SAFE (7233).

Here are other walking safety tips:

- Cross the street legally.
  - ✓ Jay-walking is crossing the street where there is no crosswalk.  
Jay-walking is illegal and you can receive a ticket.
- Hitchhiking is a way to receive transportation from a stranger.
  - ✓ *It is illegal if you stand in the roadway to try and receive a ride.*  
It is also extremely dangerous for many reasons.

## Bike Safety

Riding a bike in Southern California can be dangerous as there are many cars who often do not see bicyclists or are not properly watching the road. If you ride, please be cautious and follow these safety tips:

- Wear a helmet (mandatory age is until 18)
- If you are using earphones while riding a bike, only keep one ear piece in your ear
- **Always lock your bike**, even on campus. A U-shaped lock is best.
- Walk your bike on campus Ring Road between the hours of 8:30am-5:00pm (or you may get a ticket)
- Watch for cars
- Campus bike information: <http://bike.uci.edu>

## Alcohol Safety

Please be aware of the following alcohol safety rules:

- **21 is the legal age** in California to drink alcohol
- Drinking alcohol (from bottles, paper or plastic cups) is not allowed in public places, including streets, sidewalks, parks, and beaches
- Do **NOT** drink and drive
- Open container law:
  - You may carry sealed containers of alcohol in your car.
  - An open container of alcohol must be placed in your trunk.
  - Open alcohol is not permitted in public places such as parks, sidewalks, or beaches.

## Student Conduct

### UC Irvine is a Smoke-Free Campus

Smoking of any kind is prohibited on campus. Additionally, the use of tobacco products, including cigarettes, cigars, and smokeless tobacco, as well as electronic cigarettes, vapes, and hookahs are all not allowed inside buildings, residence halls/apartments or outside on the UCI campus including sidewalks, streets, parking lots, and parking structures.

- Marijuana and marijuana products, including for medical use, are specifically prohibited for all students.

### Copyrighted Works

Do not download copyrighted works. Using secondary applications or illegal websites that are sharing movies, music, or books for free, is not allowed according to U.S. law. Every time you log in with your UCInetID, the University can track what movies or music you are trying to download.

### Academic Dishonesty

Academic Dishonesty is strictly prohibited. Cheating or using other people's work without permission or documentation, will result in academic dismissal and termination of your I-20.

## Prepare for an Emergency

Learn about simple emergency procedures that include earthquake preparedness by visiting the UCI Public Safety website, [Emergency Preparedness](#). Also, sign up for UCI [zotALERT](#), real-time emergency updates on your computer or mobile device.

## Student Life & Activities

### Our Team

The Student Life & Activities team loves to help international students! Three staff members and several UCI students are here to ensure you have a culturally fun and rewarding experience during your program.



### Services

Our team provides information about:

- Transportation (bus passes, car rentals, etc.)
- Applying for a California Driver's License
- Meeting native English speakers to practice your English
- UC Irvine campus
- How to create a UCINetID and UCI Gmail account
- How to have a fun and rewarding experience!

### Connect with Student Life & Activities

Our team is available to assist you Monday – Friday, 8:00am – 5:00pm (PST), by:

- **E-mail:** [activities@ce.uci.edu](mailto:activities@ce.uci.edu)
- **Phone:** 949-824-8530
- **Social Media:** [about.me/activities](https://about.me/activities) (Go to this website and click on the social media links. Find us on Instagram, Facebook, YouTube, and Twitter!)



## Social Media

Now more than ever, it is important to stay connected! Student Life & Activities is here to help. Think of us as your campus. We will have information, activities, and social connection. You will find a place to engage with students from all over the world, and practice your English.

Student Life & Activities can be found on various social media platforms! Follow us for updates regarding COVID-19 and its impacts on UCI DCE, as well as information on upcoming fun virtual events for Summer quarter and more! This is a great way for you to learn and socialize with UCI, DCE, Student Life & Activities, and other students.

To connect directly with Student Life & Activities please visit our website: [www.about.me/activities](http://www.about.me/activities) and then select the social media program that works best for you.

### Stay in Touch With:

- Activities
- DCE Announcements
- Student Stories
- UCI Events



### Facebook

UC Irvine Division of Continuing Education  
Student Life & Activities

To connect with your classmates, join your program's Facebook group:

[UCI DCE ACP](#)

[UCI DCE ESL](#)

\*Make sure you answer all membership questions to be accepted into the group.



### Twitter

@DCE\_Activities



### Instagram

@DCE\_Activities



### YouTube

DCE Student Life & Activities



## This Week in Activities!

### What is This Week in Activities?

This Week in Activities is a newsletter created by Student Life & Activities to keep students informed about upcoming available activities and any important information they may need to know on a weekly basis.

### What Will It Include?

- Important DCE, Student Life & Activities, and local updates and announcements
- Upcoming activities
- DCE highlights
- Reminders

### When Will I Receive It?

The newsletter will be sent out by the end of the day on Tuesday every week. It will be sent to the email address students used to register.

### What Should I Do If I Am Not Receiving the Newsletter?

If you are not receiving This Week in Activities every Tuesday, first check your junk mail folder and save our email address in your contact. If you do not find it, your email address may be incorrect. Please send an email to [activities@ce.uci.edu](mailto:activities@ce.uci.edu) with your correct email address and we will update our database.



## How to Experience SoCal While Practicing Social Distancing

Due to the precautions UC Irvine is taking against the Novel Coronavirus (COVID-19), all programs and courses offered through UCI Division of Continuing Education will be administered online. New students outside of the country are unable to enter the United States at this time. However, if you are a student already in the United States, the information below is available to assist you with fun in Southern California (SoCal) at this time.



For updated Orange County news and information related to the COVID-19 pandemic, please visit [oc.covid19.org](https://oc.covid19.org)

**\*Disclaimer: We advise against taking public transportation at this time, as a means of practicing social distancing. However, if you would like help finding resources near you, please contact the Student Life & Activities office by emailing us at: [activities@ce.uci.edu](mailto:activities@ce.uci.edu).**

### What is social distancing?

Social distancing is the act of increasing the physical space between people to avoid spreading an illness.

### How can I practice social distancing?

- Stay at least 6 feet away from others
- Avoid large gatherings with more than 10 people
- Avoid leaving your house, unless necessary
  - It is okay to go to the grocery store, but be sure to stay 6 feet away from others and always wash your hands

### What can I do while practicing social distancing?

- Hike and bike various trails
- Visit beautiful California beaches
- Netflix Party with friends
- Play videogames with friends

**\*Join virtual activities and programs hosted by the Student Life & Activities office!**

**\*Join our social media and look for emails from [activities@ce.uci.edu](mailto:activities@ce.uci.edu).**

## SOCIAL DISTANCING What Does it Mean?



### AVOID

- Group gatherings
- Sleep overs
- Playdates
- Concerts
- Theater outings
- Athletic events
- Crowded retail stores
- Malls
- Gyms
- Visitors
- Non-essential workers in your house
- Mass transit systems



### USE CAUTION

- Visit a local restaurant
- Visit grocery store
- Get take out
- Pick up medications
- Play tennis in the park
- Visit the library
- Church services
- Traveling



### SAFE TO DO

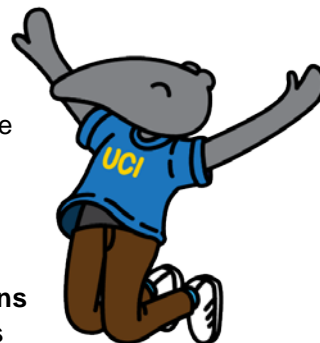
- Take a walk
- Go for a hike
- Yard work
- Play in your yard
- Clean out a closet
- Read a good book
- Listen to music
- Cook a meal
- Family game night
- Facetime
- Stream a favorite show
- Call a friend
- Check on elderly neighbor

## Local Resources

Due to the precautions UC Irvine is taking against the Novel Coronavirus (COVID-19), all programs and courses offered through UCI Division of Continuing Education will be administered online. New students outside of the country are unable to enter the United States at this time. However, if you are a student already in the United States, the local resources below are available to you.

**\*Note that during this time, some local resources may be unavailable.** A good website with updated information about Orange County is available [here](#).

**\*Disclaimer: We advise against taking public transportation at this time, as a means for practicing social distancing. However, if you would like help finding resources near you, please contact the Student Life & Activities office by emailing us at: [activities@ce.uci.edu](mailto:activities@ce.uci.edu).**



## Department & Grocery Stores

Store	Address	Miles From UCI DCE	Phone Number	Website
Target (Department & Grocery Store)	4255 Campus Dr, A150, Irvine, CA 92612	0.5	(949) 988-6230	<a href="https://www.target.com/">https://www.target.com/</a>
Albertsons (Grocery Store)	4541 Campus Dr, Irvine, CA 92612	0.5	(949) 854-8282	<a href="https://www.albertsons.com/">https://www.albertsons.com/</a>
Target (Department & Grocery Store, Bikes)	3750 Barranca Pkwy, Irvine, CA 92606	4.2	(949) 857-8337	<a href="https://www.target.com/">https://www.target.com/</a>
Ralphs (Grocery Store)	17605 Harvard Ave, Irvine, CA 92614	2.5	(949) 851-3161	<a href="https://www.ralphs.com/">https://www.ralphs.com/</a>
Crown Ace Hardware (Hardware Store)	18102 Culver Dr, Irvine, CA 92612	1.8	(949) 786-8100	<a href="https://www.acehardware.com/">https://www.acehardware.com/</a>
Walmart (Department & Grocery Store)	16555 Von Karman Ave Ste A, Irvine, CA 92606	4.5	(949) 623-7467	<a href="https://www.walmart.com/">https://www.walmart.com/</a>

## Parks & Trails

Park/Trail	Address	Miles From UCI DCE	Website
William R Mason Regional Park	18712 University Dr, Irvine, CA 92612	1.3	<a href="http://www.ocparks.com/parks/william/">http://www.ocparks.com/parks/william/</a>
OC Great Park	8000 Great Park Boulevard, Irvine, CA 92618	8.1	<a href="https://www.cityofirvine.org/orange-county-great-park">https://www.cityofirvine.org/orange-county-great-park</a>
Bommer Canyon Natural Trail	Boomer Canyon, Irvine, CA 92603	2.5	<a href="https://letsgooutside.org/explore/bommer-canyon/">https://letsgooutside.org/explore/bommer-canyon/</a>
Upper Newport Bay Nature Preserve	2301 University Drive, Newport Beach, CA 92660	4.0	<a href="http://www.ocparks.com/parks/newport/">http://www.ocparks.com/parks/newport/</a>
*Ecological Reserve of Upper Newport <b>Temporarily Closed</b>	2482-2498 Mountains to the Sea Trail & Bikeway, Newport Beach, CA 92660	4.2	<a href="https://wildlife.ca.gov/Lands/Places-to-Visit/Upper-Newport-Bay-ER">https://wildlife.ca.gov/Lands/Places-to-Visit/Upper-Newport-Bay-ER</a>

## Ethnic Grocery Stores

Store	Address	Miles from UCI DCE	Phone Number	Website
Mitsuwa Marketplace (Japanese)	14230 Culver Dr, Irvine, CA 92604	5.7	(949) 559-6633	<a href="https://mitsuwa.com/">https://mitsuwa.com/</a>
99 Ranch Market (Chinese)	15333 Culver Dr Suite #800, Irvine, CA 92604	4.6	(949) 651-8899	<a href="https://www.99ranch.com/">https://www.99ranch.com/</a>
H Mart (Korean)	2600 Alton Pkwy, Irvine, CA 92606	3.7	(949) 833-0111	<a href="https://www.hmart.com/">https://www.hmart.com/</a>
Wholesome Choice (Middle Eastern)	18040 Culver Dr, Irvine, CA 92612	1.8	(949) 551-4111	<a href="http://www.wholesomechoice.com/">http://www.wholesomechoice.com/</a>

## Banks

Bank	Address	Miles from UCI DCE	Phone Number
*Wells Fargo Bank <b>Temporarily Closed</b>	Building #113 on campus map	0.5	(949) 823-9722
*Chase Bank <b>Temporarily Closed</b>	4543 Campus Dr, Irvine CA 92612	0.5	(949) 854-8122
Chase Bank	4249 Campus Dr, Ste B140, Irvine, CA 92612	0.5	(949) 255-1670

## Train Stations

Station	Address	Miles from UCI DCE	Train Lines Serviced
Irvine Transportation Center	15215 Barranca Pkwy, Irvine, CA 92618	7.1	Metrolink & Amtrak
Santa Ana Regional Transportation Center	1000 E Santa Ana Blvd, Santa Ana, CA 92701	9.3	Metrolink & Amtrak
Tustin Metrolink Station	2975 Edinger Ave, Tustin, CA 92780	5.6	Metrolink

## Laundry Facilities/Dry Cleaners

Facility	Address	Miles from UCI DCE	Phone Number
Heritage Cleaners	14450 Culver Dr Ste B, Irvine, CA 92604	5.5	(949) 552-7848
Brae Laundry Detergent	2300 Dupont Dr #417, Irvine, CA 92612	2.6	(949) 973-8414

## Urgent Care Centers

Center	Address	Miles from UCI DCE	Phone Number	Website
Newport Urgent Care	1000 Bristol St N #1B, Newport Beach, CA 92660	2.9	(949) 752-6300	<a href="https://newporturgentcare.com/">https://newporturgentcare.com/</a>
Vital Urgent Care	2507 Eastbluff Dr., Newport Beach, CA 92660	3.4	(949) 200-1655	<a href="http://www.vitalurgentcare.com/">http://www.vitalurgentcare.com/</a>
Marque Urgent Care, Inc.	2075 San Joaquin Hills Rd., Newport Beach, CA 92660	4.0	(877) 693-6266	<a href="https://www.marquemedical.com/">https://www.marquemedical.com/</a>
Advantage Plus Medical Center	18021 Sky Park Cir., Irvine, CA 92614	4.1	(949) 260-0744	<a href="https://advantageplusmedicalcenter.com/">https://advantageplusmedicalcenter.com/</a>
Sand Canyon Urgent Care	15775 Laguna Canyon Rd #100, Irvine, CA 92618	5.6	(949) 417-0272	<a href="https://www.scurgentcare.com/">https://www.scurgentcare.com/</a>



## Campus Resources

Due to the precautions UC Irvine is taking against the Novel Coronavirus (COVID-19), all programs and courses offered through UCI Division of Continuing Education will be administered online. New students outside of the country are unable to enter the United States at this time. However, if you are a student already in the United States, the campus resources below are available to you.

**\*Note that during this time, some campus resources are unavailable.** A good website with updated information about campus services and building closures or hours is available [here](#).

### UC Irvine's Student Health Center

The Student Health Center provides medical, mental health and wellness services to UCI students regardless of insurance coverage. For additional information and updates, visit the Student Health Center website:

<https://shc.uci.edu/>.

Hours of Operation:

- Monday-Friday: 8:00am-5:00pm
- Saturday: CLOSED
- Sunday: CLOSED



### UCI Bookstore – The Hill

The Hill is UCI's very own bookstore where you can purchase textbooks, testing materials, UCI gear, and much more! DCE students can visit The Hill to purchase a plastic UCI ID Card for \$20. For additional information, visit The Hill website: <https://uci.bncollege.com/shop/uci/home>. Online ordering is still available.

**\*Due to UCI's precautions regarding COVID-19, The Hill is temporarily closed until further notice. Visit their website for updates.**

### The Anteater Recreation Center (The ARC) - Gym

UC Irvine has its very own state-of-the-art sports and fitness facility on campus. The ARC hosts various programs, such as intramural sports, recreation activity classes, custom activities, and much more! Learn more about The ARC by visiting their website: <https://www.campusrec.uci.edu/>. DCE students can visit The ARC to purchase a membership. Membership costs vary by program length.

**\*Due to COVID-19 concerns, The ARC is closed until further notice. Visit their website for updates.**

## UCI Libraries

UCI is home to various libraries and study centers. Students can check-out books, print, and study at many of these locations. For a list of all buildings, visit the UCI Libraries website: <https://www.lib.uci.edu/>. The libraries do have several online resources you can explore as well.

**\*Due to COVID-19, UCI libraries will be closed until further notice. Visit their website for updates.**

## UCI Dining

UC Irvine has various dining options on campus. For a list of dining locations, menus, hours of operations, and more, visit the UCI dining website: <https://food.uci.edu/>.

**\*Due to COVID-19 concerns, most campus dining facilities are closed, effective until further notice. Brandywine Dining Hall in Middle Earth will remain open for take-out only. Visit their website for updates.**

## ASUCI Office

The Associated Students of the University of California, Irvine (ASUCI), is the student government at UCI. ASUCI provides various resources to students. To learn more about campus events, student leadership organizations, and discounted ticket sales, visit the ASUCI website: <https://www.asuci.uci.edu/>.

**\*Due to COVID-19 precautions, all programming, events, and ticket sales have been suspended until further notice. Visit their website for updates.**

## Transportation Options

Due to the precautions UC Irvine is taking against the Novel Coronavirus (COVID-19), all programs and courses offered through UCI Division of Continuing Education will be administered online. New students outside of the country are unable to enter the United States at this time. However, if you are a student already in the United States, the information below is available to assist you in making a decision about transportation for getting around Irvine.

**\*Note that during this time, some transportation options may be unavailable.** A good website with updated information about Orange County is available [here](#).

**\*Disclaimer: We advise against taking public transportation at this time, as a means for practicing social distancing. However, if you would like help finding resources near you, please contact the Student Life & Activities office by emailing us at: [activities@ce.uci.edu](mailto:activities@ce.uci.edu).**

### Orange County Transportation Authority (OCTA)

The OC bus is a great way to get around Irvine. The cost of taking the bus is \$2.00 per ride, \$5.00 per day, or \$69.00 for a 30-day pass. The single ride and day passes can be purchased when boarding the bus or on the OC Mobile app. A 30-day pass can be purchased at the Transportation office on campus or at various grocery stores, such as Albertsons. For additional information on pricing, bus schedules, bus stop locations, and COVID-19 updates, visit the OCTA website: <https://www.octa.net/>.

### Bikes

Bikes can be purchased at many stores, such as Target and Walmart. Facebook groups are a great place to find UCI students who might be selling their own bikes. For information on bike safety, regulations, and registration process, visit the bike UCI website: <https://bike.uci.edu/>.



### UCI Shuttle (Anteater Express)

The Anteater Express can transport you to and from UCI. It serves housing communities around campus such as, Park West, Villa Siena, and UCI housing communities.

The **W Line** specifically serves Park West and Villa Siena communities. The cost of riding the W Line is as follows: \$3.00 one-way trip, \$36.00 18 ride pass, and \$100 quarter pass (unlimited rides). For information on bus stop locations and schedules, visit the Anteater Express W Line Route webpage: <https://www.shuttle.uci.edu/routes/w-line/>.

**\*Based on directive from university officials due to growing concerns regarding COVID-19 and the remote learning status of the campus, all shuttle services are suspended during Summer 2020. For updates, visit the Anteater Express website: <https://www.shuttle.uci.edu/>.**

## UCI Parking

A valid parking permit is required at all times when parking on campus. Parking pass rates vary by location and pass types. For information on pass types and prices, visit the Transportation and Distribution Services website: <https://parking.uci.edu/>.

**\*In response to COVID-19 changes, in-person services at the Transportation office on campus have been halted. Please email [parking@uci.edu](mailto:parking@uci.edu) if you have questions regarding parking permits.**

## Trains

There are two main trains you can take to get around California. You can find a complete list of routes, schedules, prices, and more by visiting each companies' website.

1. Amtrak: <https://www.amtrak.com/home.html>
2. Metrolink: <https://metrolinktrains.com/>

Search Amtrak or Metrolink in the app store to get the free app to purchase tickets and access other resources online.

## Rideshare Services

Rideshare services will pick you up and drop you off at any location you choose. These services are easier to use, but can be more expensive than public transportation. Visit the website below for more information on ridesharing.

1. Uber: <https://www.uber.com/us/en/ride/>
2. Lyft: <https://www.lyft.com/rider>

Apps are available for download through the app store.

## Rental Cars

If you are interested in using a car while in California, we suggest you consider a car rental. We recommend using the companies below, as they accept international driver's licenses and rent to individuals under the age of 25.

**\*Contact each company to find out about their policies during COVID-19.**

1. Stop-N-Go Rent-A-Car
  - a. Website: [www.stopngorentacar.com](http://www.stopngorentacar.com)
  - b. Phone Number: +1(949) 222-0100
2. AM-PM Rent-A-Car
  - a. Website: [www.ampmrentacar.com](http://www.ampmrentacar.com)
  - b. Phone Number: +1(949) 222-2227
3. Zipcar
  - a. Website: <https://www.zipcar.com/universities/university-of-california-at-irvine>

## Housing Options

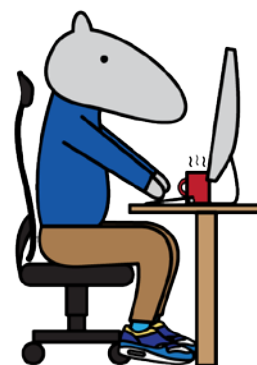
Due to the precautions UC Irvine is taking against the Novel Coronavirus (COVID-19), all programs and courses offered through UCI Division of Continuing Education will be administered online. New students outside of the country are unable to enter the United States at this time. However, if you are a student already in the United States, the information below is available to assist you in making a decision about housing. These options are not affiliated with UC Irvine, and are only provided as options that we believe work well. All options can be found on UCI DCE's International Programs website:

<https://ip.ce.uci.edu/arrival-housing/>

## University Apartments

Fully furnished apartments which allow you to interact with and explore the UCI community, while practicing your English with other students. Below is a list of companies which you may contact directly for additional information.

1. Kapi Residences
  - a. Website: <https://www.kapi-dce.com/>
  - b. Phone Number: +1(949) 565-5628
  - c. Wechat: @kapiresidences1
  - d. Email Address: [uci@kapiresidences.com](mailto:uci@kapiresidences.com)
2. Anteater Housing Network
  - a. Website: <https://offcampus.housing.uci.edu/>
3. University Town Center Apartments
  - a. Website: <https://www.irvinecompanyapartments.com/locations/orange-county/irvine/university-town-center/utc.html>
  - b. Phone Number: +1(949) 430-4204



## Homestay

Live with a local family and experience an American lifestyle while practicing your English skills on a daily basis. If you are interested in Homestay, contact companies directly for additional information. Please note that applications must be submitted directly to the homestay company and processed prior to arrival. Additional company options can be found on the UCI DCE's International Programs website:

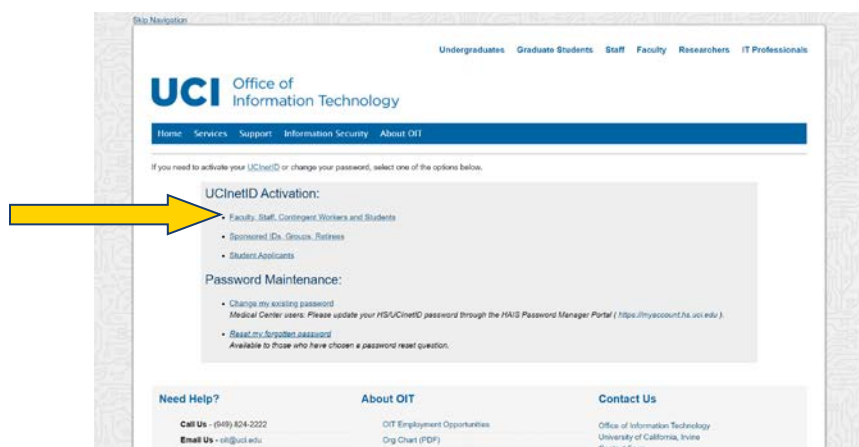
<https://ip.ce.uci.edu/arrival-housing/homestay/>

1. Homestay Match
  - a. Website: <https://homestaymatch.com/>
  - b. Phone Number: +1(424) 317-4678
  - c. Email Address: [contact@homestaymatch.com](mailto:contact@homestaymatch.com)
2. American Homestay Network (AHN)
  - a. Website: <https://www.homestaynetwork.com/student/overview/>
  - b. Phone Number: +1(888) 268-1903
  - c. Email Address: [info@homestaynetwork.com](mailto:info@homestaynetwork.com)

## How to Activate Your UCInetID

Follow the steps below to activate your UCInetID:

1. Visit the following website: [activate.uci.edu](https://activate.uci.edu) and click on “Faculty, Staff, Contingent Workers and Students”



2. Fill out the required information under Step 1:

**Note:** Your UCI student ID number can be found through your DCE account. Do not include the first two zeros in the student ID number section (Example: ID Number 00123456, only enter 123456)

**Note:** Do not answer “Last 4 digits of Social Security”

**Step 1: Enter in your personal information.**  
This information will be used to lookup and verify your data record. **NOTE: If you are activating a group UCInetID number, the date of birth and social security information should be that of the group sponsor.**

ID Number (ex: 12345678):  [What is this?](#)

Date of Birth (MMDDYY):  [What's this for?](#)

Last 4 digits of Social Security:  [What's this for?](#)

3. Fill out the required information under Step 2:

**Note:** Create a password. The password must be 8 characters, one or more numbers but not at the beginning or end. We recommend writing down your password so that you do not forget.

**Step 2: Choose a good password.**

**Your password is your only protection against someone obtaining UCInet services in your name.** You are responsible for anything done with your UCInetID. Do not share your password with anyone.

Choose a password that contains at least 8 characters with at least one number that is not at the beginning or end of your password. Also, your password should not contain any of your personal information such as your name, UCInetID, or ID number. For complete password guidelines [click here](#).

Enter Password:

Confirm Password:

4. Fill out the required information under Step 3:

**Note:** We recommend writing down your security question and answer so that you do not forget.



Step 3: Choose a password security question and answer.

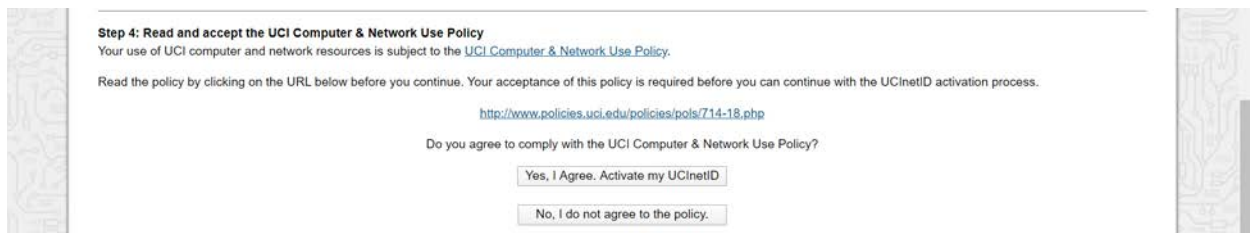
If you forget your password, you can reset your own account by answering the question you choose below. Please select a question that you will be able to answer in the future exactly as you enter it now. The question and answer combination are kept confidential and are solely for this purpose.

Password Reset Question: ----- Select Question ----- [What is this?](#)

Password Reset Answer:  [What is this?](#)

Confirm Password Reset Answer:

5. Read the UCI Computer & Network Use Policy and click on “Yes, I Agree. Activate my UCInetID”



Step 4: Read and accept the UCI Computer & Network Use Policy

Your use of UCI computer and network resources is subject to the [UCI Computer & Network Use Policy](#).

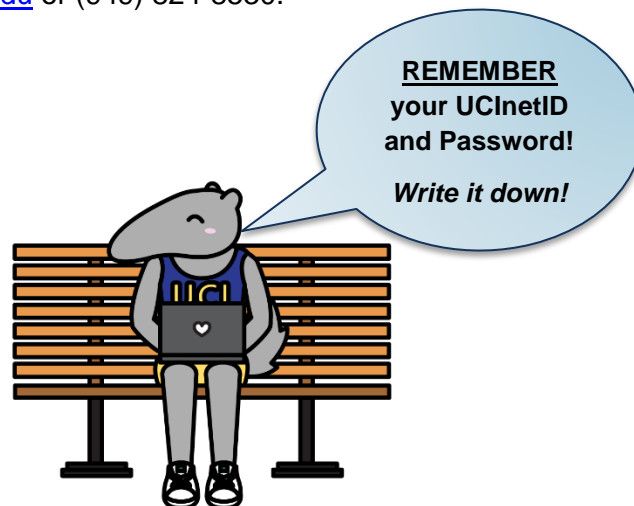
Read the policy by clicking on the URL below before you continue. Your acceptance of this policy is required before you can continue with the UCInetID activation process.

<http://www.policies.uci.edu/policies/pols/714-18.php>

Do you agree to comply with the UCI Computer & Network Use Policy?

6. Your UCInetID is now activated! **We recommend writing down your UCInetID so that you don't forget.**

If you have any issues activating your UCInetID, please contact the Student Life & Activities office at [activities@ce.uci.edu](mailto:activities@ce.uci.edu) or (949) 824-8530.

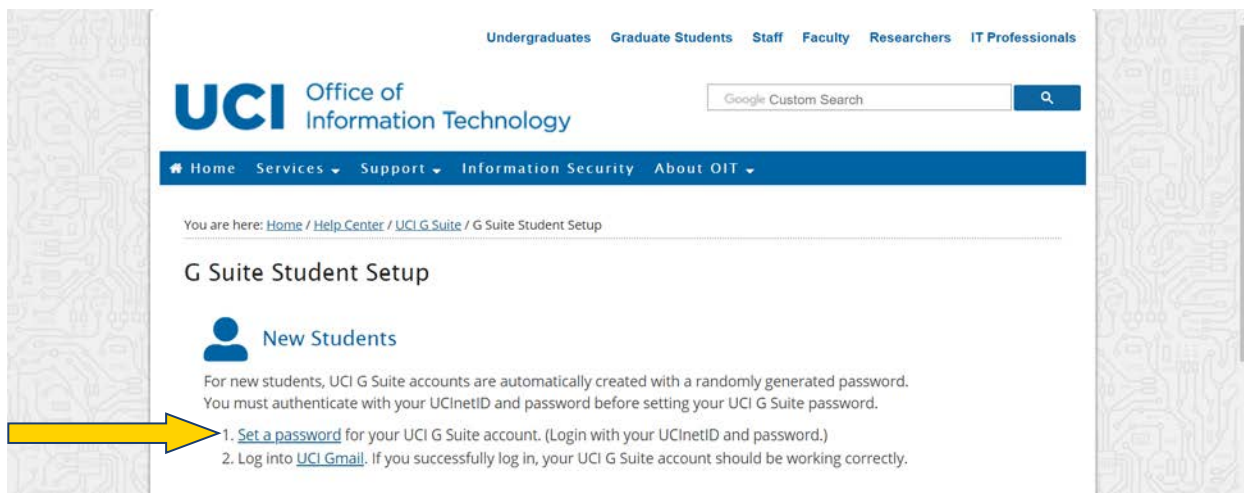




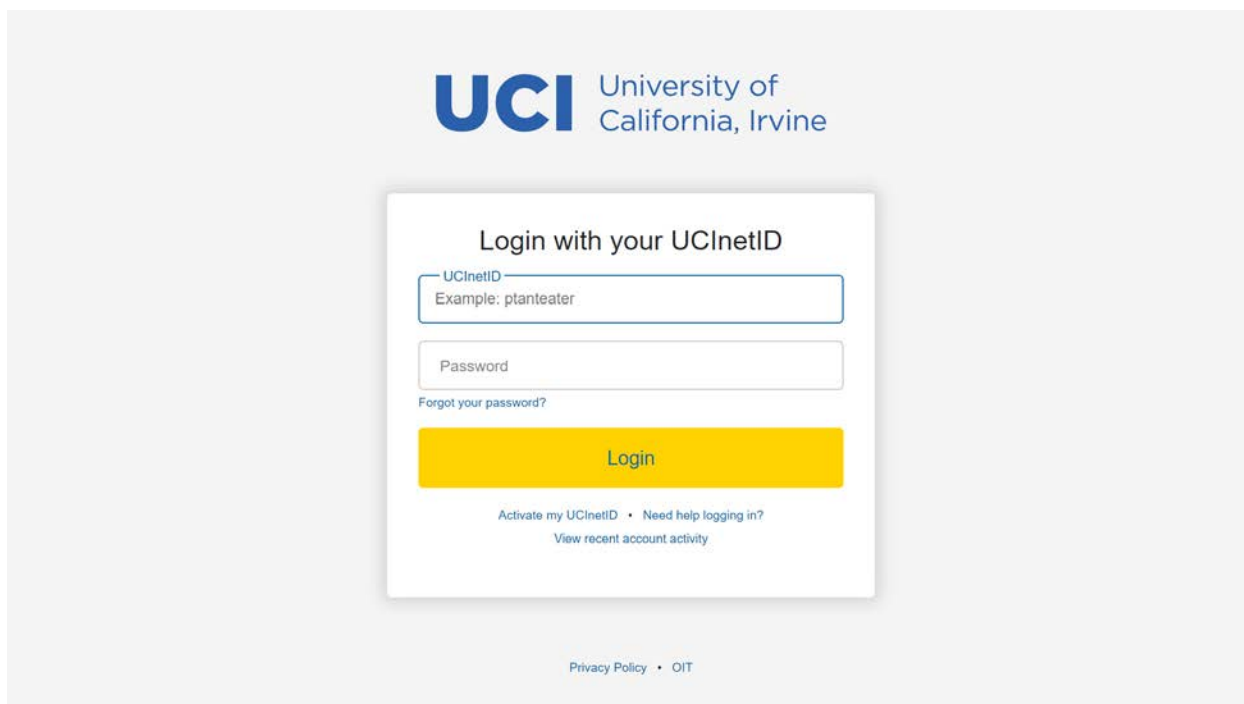
## How to Activate Your UCI Gmail Account

Follow the steps below to activate your UCI Gmail account:

1. Visit the following website: [oit.uci.edu/help/google/g-suite-student-setup/](https://oit.uci.edu/help/google/g-suite-student-setup/) and click on "Set a password"



2. Enter Your UCInetID login information



3. Create a password that you will remember.

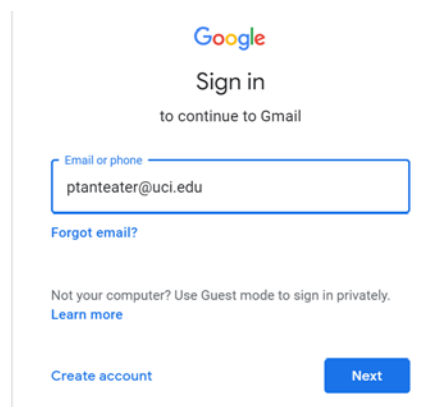
**Note:** This password can be the same as your UCInetID.



The screenshot shows the Google Apps setup interface for the University of California - Irvine. At the top, it says "Google Apps UNIVERSITY of CALIFORNIA • IRVINE". Below that, a welcome message reads "Welcome Peter The Anteater (ptanteater@uci.edu)". The main heading is "Set Your Google Apps Account Password". Underneath, there is a "Create a Password" section with two input fields: "New Password:" and "Confirm Password:". A "Submit" button is located at the bottom of this section.

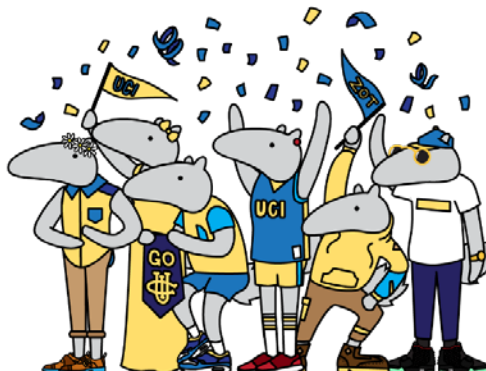
4. Your UCI Gmail is now activated!

**Note:** Your username is your entire **UCInetID@uci.edu** address, not just your UCInetID (Example: UCInetID: ptanteater | UCI Gmail: ptanteater@uci.edu)



The screenshot shows the Google Sign in page. At the top is the Google logo, followed by the text "Sign in to continue to Gmail". Below this is a text input field labeled "Email or phone" containing the email address "ptanteater@uci.edu". There is a link for "Forgot email?". Below the input field, there is a note: "Not your computer? Use Guest mode to sign in privately." with a link "Learn more". At the bottom, there are two buttons: "Create account" and "Next".

If you have any issues activating your UCI Gmail, please contact the Student Life & Activities office at [activities@ce.uci.edu](mailto:activities@ce.uci.edu) or (949) 824-8530.



***Welcome to the Anteater family.***