MEMORANDUM OF UNDERSTANDING

INTERNATIONAL STUDENT TRANSFER ADMISSION GUARANTEE (I-TAG)

SANTA BARBARA CITY COLLEGE
AND
UNIVERSITY OF CALIFORNIA, IRVINE

This memorandum of understanding (MOU) sets forth the guidelines developed by the University of California, Irvine (UCI) and Santa Barbara City College (SBCC) to promote a successful undergraduate educational experience for international students who attend SBCC and wish to transfer to UCI. The following guidelines will direct the international transfer guarantee, until modified by agreement of the two institutions or terminated by either institution in accordance with these guidelines.

1. **Admissions**

    A. International students enrolled at SBCC will be admitted under the same University of California Transfer Admission Guarantee (TAG) requirements that apply to resident students seeking admission directly to UCI. The online TAG tracking tool will be available to students and optional review access for the SBCC I-TAG counselor(s) and/or reviewer(s) during the students' first year to help ensure the international student successfully maintains progress for transfer.
        1. Students must complete the UC-transferable courses required for the standard TAG eligibility in accordance with documented guidelines. Please refer to UC Irvine TAG website at www.admissions.uci.edu/admissions/tag
        2. Students must achieve the minimum UC transferable GPA of 3.2 at the time of TAG submission and maintain the minimum TAG GPA of 3.2 at the time of applying to UCI and through the end of the summer term prior to admission to UCI. The minimum GPA requirement is currently 3.2 and is subject to change in future years. All students must be in good standing during their last regular term (excluding Summer Session) at SBCC.
        3. Students must complete the required major preparation courses for the chosen major, including all course prerequisites and minimum course GPA requirements by the end of Spring Term prior to attending UCI in the Fall Term. Major course GPA requirements can vary from minimal TAG GPA requirements. (There may be prerequisites specific for a major that require a higher GPA based upon choice of major.) Please consult:
        http://www.admissions.uci.edu/resources/transfer_selection.html
        4. It may be advisable to complete the Intersegmental General Education Transfer Curriculum (IGETC) although it is not required to satisfy General Education requirements for UC Transfer at the Junior standing level. Please consult with either the UCI Community College Counselor or the I-TAG Key Contact Counselor.
        5. Students may apply for ITAG with community college coursework and non-community college coursework from domestic and international colleges/universities provided the student does not exceed 80 semester transferable units (120 quarter transferable units) of combined 4-year and community college coursework, excluding AP/IB credits.

6. Students must complete 60 UC transferable semester units (90 UC transferable quarter units) from California Community Colleges by the end of Spring Term prior to attending UC Irvine to maintain their Transfer Admission Guarantee.
7. Students cannot have a degree from a four-year college/university.
8. Student must make every reasonable effort to complete the I-TAG within three years of entry into SBCC.
9. Each year there are particular majors not included in the I-TAG program. This may be due to talent based admissions, a capped major with limited space, or state certification requirements. International students may apply to these majors through the regular UCI application process, which is outside of the I-TAG commitment. Transfer counselors will provide up-to-date information for UCI majors participating in the I-TAG program. A list can be found on the UCI TAG website at www.admissions.uci.edu/admissions/tag

B. International students must complete the online Transfer Admission Guarantee (TAG) application http://uctag.universityofcalifornia.edu (ideally in consultation with a SBCC I-TAG counselor(s)) during the standard TAG application submission period of September 1-30.

C. Students must apply for admission through the on-line UC application process (www.universityofcalifornia.edu/apply). An application fee will be assessed. Student must identify the same major on their UC admissions application as they submitted on their TAG application for them to maintain their Transfer Admission Guarantee. The admission application period for the fall term is November 1-30. Students participating in the I-TAG program will be required to submit final transcripts to the UC Irvine Office of Admissions as a condition of admission. For Fall admission, final Spring Term transcripts must be submitted by July 15.

D. Students accepting an offer of admission by submitting a positive Statement of Intent to Register are required to by September 15 to:
- Enroll in courses for fall
- Pay fall registration fees
- Submit official transcripts for summer courses taken at any colleges and universities.

2. Program Articulation and Advising

A. The management of the Transfer Admission Guarantee (TAG) program for international students will be coordinated through UCI's Office of Admissions and the SBCC Transfer Center/International Center.
B. Academic advising prior to admission to UCI will be the responsibility of SBCC which will select, train and provide academic counselors.
C. Admissions advising is a shared responsibility between the partner institutions. UCI will provide staff to conduct advising services on the UCI main campus and to conduct campus visits at SBCC in coordination with SBCC.
D. SBCC shall designate one of their staff as the I-TAG key contact for any program communications between and with the UCI Office of Admissions designated I-TAG key contact.

3. Registration and Student Records

A. Identification of I-TAG applicants will be shared via a list sent by the SBCC I-TAG Key Contact to the UCI I-TAG Key Contact during the UC application evaluation process

following the TAG application period and prior to admission selection (I-TAG applicant list could be forwarded to UCI I-TAG Key Contact as early as October 1st). Student data will be shared as needed and determined in coordination between campuses via the I-TAG Key Campus Contacts to expedite a smooth transfer experience.

B. The Registrar's Office at UCI and the Admissions and Records Office at SBCC will be responsible for maintaining student records for International TAG students for coursework taken at their respective institutions.

4. Terms and Termination

A. UCI retains the right to review and approve or amend any promotional/informational literature (printed and electronic) used to support any portion of the ITAG program and process. This includes promotional materials developed by SBCC or any other participating international school in regards to the SBCC - UCI ITAG Program. In turn SBCC also has the right to review and approve or amend any promotional/informational literature (printed and electronic) used to support the I-TAG Program wherever SBCC is referenced.

B. Either institution may terminate this MOU by giving written notice to the designated representative of the other institution at least 90 days prior to the commencement of a new academic term.

5. Signatures

_____   _____
Carola Smith   Brent Yunek, Assistant Vice Chancellor,
Senior Director, International Programs   Enrollment Services
Santa Barbara City College   University of California, Irvine

_____   _____
Date   Date