

# Enrollment Guide

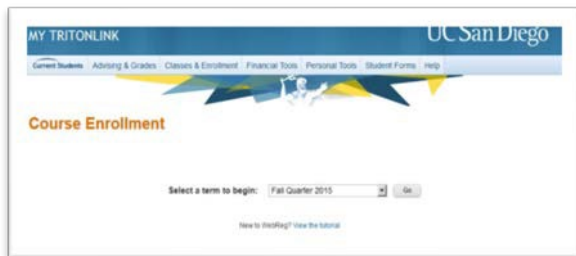
A guide to enrolling in classes for UCEAP and Global Exchange Students at UC San Diego

## ENROLLING IN CLASSES AT UC SAN DIEGO

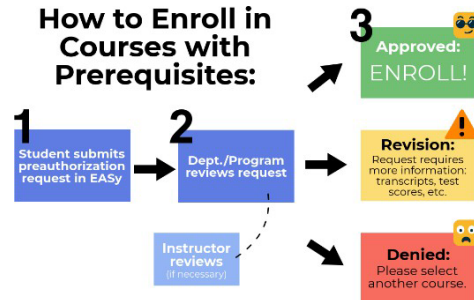
You can find information about academics and enrollment by accessing TritonLink at [students.ucsd.edu](http://students.ucsd.edu) and clicking on "Academics." You will be prompted to log in to your TritonLink account using your single sign-on information. All exchange students have been assigned enrollment times and should be notified of these times in TritonLink on May 21, 2024, so be sure to log in to this account to check your specific enrollment time.

### ENROLLMENT TOOLS AT UC SAN DIEGO:

**WebReg**  
 Courses that **do not require** pre-requisites



**EASy (Enrollment Authorization System) inside WebReg**  
 Courses that **require** pre-requisites

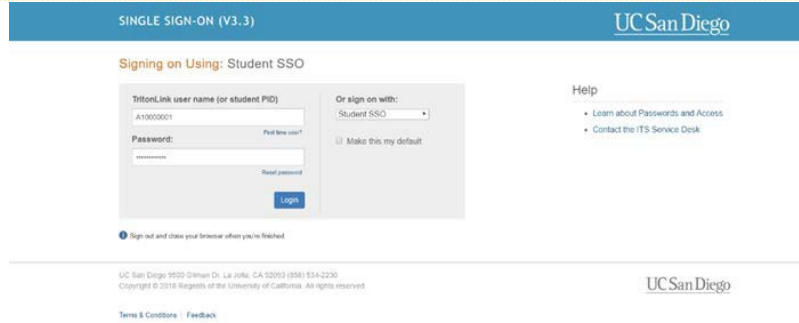


Access WebReg and EASy by visiting <http://tritonlink.ucsd.edu>

# WEBREG ENROLLMENT

## WebReg Enrollment

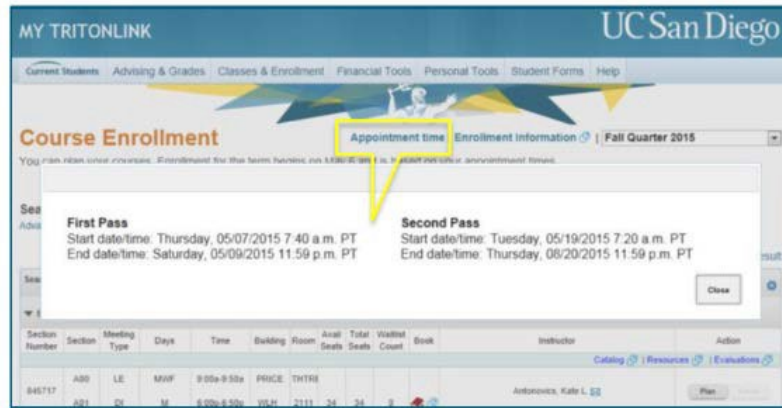
Watch the [WebReg Tutorial](#) to learn how to access and navigate through this important enrollment tool!



## When can I enroll in classes?

Log into [WebReg](#) account to make note of your appointment time or 'Pass.' **This will be available May 21.** Students are assigned two pass appointment times. While you wait for your enrollment time to be active, you can plan your schedule.

You can view courses offered, but may not enroll in courses until your appointment time (pass).

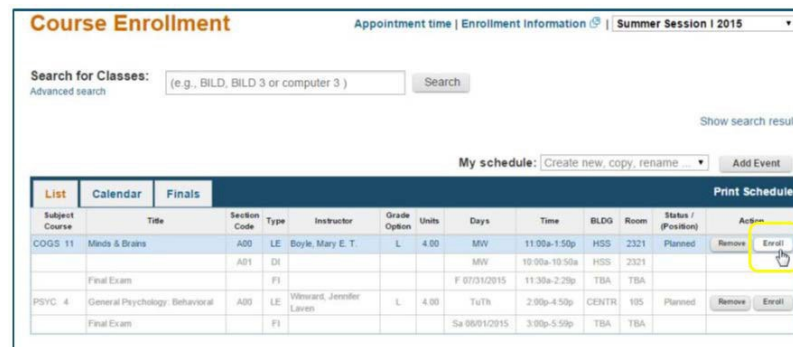


## How to enroll in classes during my First and Second Pass.

Once your appointment time is active, the **Enroll** button will become available.

- FIRST PASS = May 27
- SECOND PASS = TBD

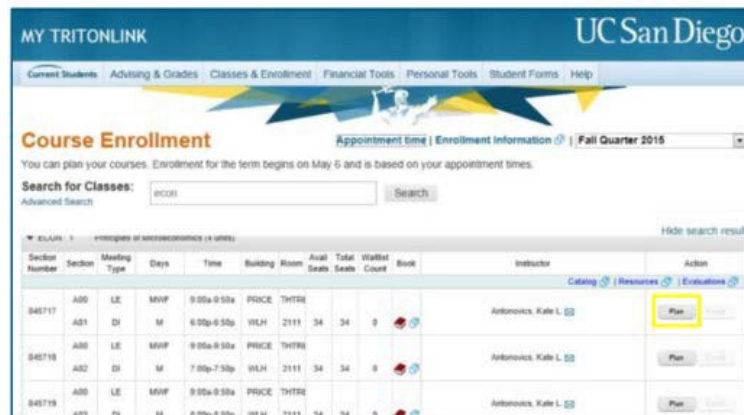
View your Appointment Time link to see exact times you may enroll.



## Planning my classes and schedule while I wait for my First Pass.

Refer to UC San Diego's [Schedule of Classes](#) and selected the term you are looking to enroll in. **This will be available May 21, 2024.**

To plan your schedule while waiting for your enrollment time is active, use the My Schedule tool. This allows you to add courses to search for courses to add to your schedule. On your first pass, you can open My Schedule and attempt to enroll in these courses.



### First Pass

At the first pass, there is a maximum number of units for enrollment. During your first pass which is open for a 48-hour window, you can enroll in up to 11.5 units. You may not add waitlisted courses yet during first-pass enrollment.

- ✓ 48-hour window of enrollment
- ✓ Cannot make changes to you schedule after those 48 hours have passed
- ✓ Can enroll up to 11.5 units only
- ✓ Not able to put yourself on a waitlist for full classes yet
- ✓ For courses that require pre-requisites, you must use the EASy (Enrollment Authorization System) online tool.

The Enrollment Authorization System, or EASy, is accessible via a link within WebReg. Follow the prompts within EASy to submit your request to the academic department offering the class you would like to take. Your EASy request must be approved by the academic department before you can enroll in the course with a pre-requisite.

### Second Pass

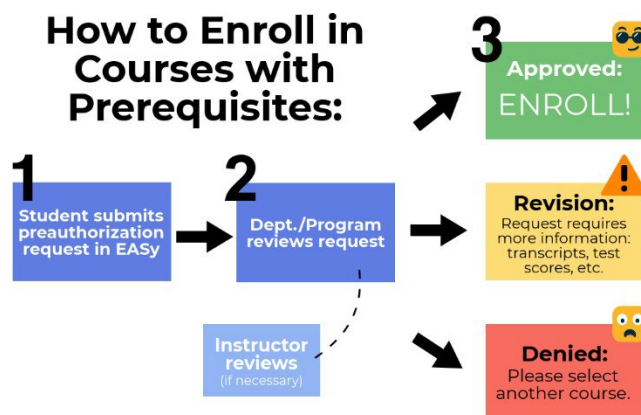
During your second pass, you can enroll in the remainder of your courses. There will be no limitations on enrollment times starting on this date.

- ✓ Enroll in any remaining units you are required to or wish to take
- ✓ No time limitation on enrollment times starting on this date, though you must be fully enrolled by the end of Week 2 of the quarter. See the [Enrollment & Registration Calendar](#) for important deadlines.

### Courses with Pre-Requisites

For courses that have a pre-requisite, you will need to log into a separate system to apply for authorization to enroll. This system is known as the Enrollment Authorization System, or EASy. It is accessible via a link within WebReg.

Follow the prompts within EASy to submit your request to the academic department offering the class you would like to take. Your EASy request must be approved by the academic department before you can enroll in the course with a pre-requisite.



### Full Time Enrollment for International Students

By the end of Week 2 of each quarter, international students need to be enrolled in a minimum of 12 units to maintain their student visa status.

# 12 UNITS

## Important Exchange Student-Specific Information

### COMMON QUESTIONS:

- **EAPR Students: Why is my Major at UC San Diego listed as “Ed Abrd Reciprocal Exch Prog”?**  
**Global Exchange Students: Why is my Major at UC San Diego listed as “[Your Home Univ Name] Exchange Program”?**  
*As an exchange student, you may notice that your “major” at UC San Diego is listed as indicated above. This is how all exchange students are coded by the Registrar’s Office, and it cannot be changed. However, this does not impact your ability to enroll in upper-division courses once you have requested authorization through EASy (Enrollment Authorization System).*
- **What if I’m having trouble getting the courses I want?**  
*Please consult with an academic advisor at your home university for assistance with course options that may meet degree requirements for your home university.*  
*EAPR students may also contact UCEAP for guidance: [uc-reciprocity@uceap.universityofcalifornia.edu](mailto:uc-reciprocity@uceap.universityofcalifornia.edu). They are familiar with your study plan and can help you in looking at alternative courses to stay on track.*
- **How many units do I need to enroll in to maintain my student status?**  
*International students are required to enroll in a minimum of 12 units each quarter to maintain their student status. Do not drop to less than 12 units without prior approval from ISEO!*

### PRE-ARRIVAL CONTACT INFORMATION:

- Email: [iNewStudent@ucsd.edu](mailto:iNewStudent@ucsd.edu)
- Contact Form: [iContact.ucsd.edu](https://iContact.ucsd.edu)
- Zoom Virtual Advising: [iContact.ucsd.edu](https://iContact.ucsd.edu)
- Use the **Ask Triton** feature in the lower right-hand corner of [iStudents.ucsd.edu](https://iStudents.ucsd.edu)