Instructions for Sussex Summer Application

This is a dual application process (UCEAP application and Sussex Summer application). University of Sussex acceptance is first-come first-served. All four steps below must be completed before final acceptance can occur. The Sussex Summer online application will be available December 1, 2014 – your UC campus deadline, 2015.

Bookmark or print out this instruction sheet to keep as reference for the entire application and admission process.

Eligibility Requirements:

Physics applicants must have a minimum cumulative GPA of 2.5. UCEAP recommends that Physics applicants have taken two sequential courses of Single-Variable Calculus with a minimum grade of C and no repeats. (The courses are Math 2AB at UC Irvine; Math 3ABC OR Life Sciences 30A plus Statistics 13 at UCLA; and with different titles on other UC campuses.) The Sussex Summer online application contains an “Introductory Physics Diagnostic Test” to help applicants know if they are prepared to take the Physics courses at Sussex.

Non-Physics applicants must have a minimum cumulative GPA of 2.0.

Application Process:

- **First Step:** Complete and electronically submit the UCEAP Online Application in MyEAP. You MUST click “Submit” on the UCEAP application BEFORE continuing further.

- **Second Step:** Complete and electronically submit the online Sussex International Summer School Application. Create an account at [http://www.sussex.ac.uk/iss/apply](http://www.sussex.ac.uk/iss/apply). Follow the form to activate an email link and validate your account.

Application Tips:

- Enter your name exactly as it appears on your passport.
- Your nationality refers to the country issuing your passport – it does not refer to your ethnicity.
- Mark “Session 1 and 2” - UCEAP students must attend both sessions.
- When choosing courses, be sure to note which courses have prerequisites and/or lab fees. You are responsible to pay the lab fees directly to Sussex. (A full load is 12 UC quarter units.)
- Do NOT upload a “Language Certificate.”
- Upload a transcript ONLY IF applying for a course with a prerequisite – the transcript needs to show that you have met the prerequisite – it can be your most recent UC transcript or any prior college-level transcript. Transcripts can be unofficial, but they must show the name of the college or university as well as your name. If the transcript does not show this information, then you must upload an official transcript, instead. (Courses with high school prerequisites do not require a high school transcript.)
Note that Physics I does not have a prerequisite listed, so Physics applicants do not need to upload a transcript.

- You can propose an Independent Research project in the Sciences or Psychology (other fields may also be possible). If Sussex Summer is able to arrange this project for you, it will replace one course. You cannot do the Research project in addition to taking a course at the same time during one session.

You will immediately receive an email from Sussex confirming receipt of your online application.

☐ Third Step: After you have completed the First and Second Steps, take any items required by your campus EAP office into that office. The items will be listed in the UCEAP Application Requirements Checklist and/or a separate campus EAP office checklist.

☐ Fourth Step: Sussex will email a conditional admission decision and an acceptance offer if you are accepted.

- You MUST respond to the acceptance offer email. If you do not want to accept the offer, please inform both Sussex and your campus EAP office.

- You MUST pay the Application Fee to secure your place if you respond positively to the offer. It is a non-refundable fee of £150 (GB Pounds) that you pay by credit card online.

Read the text on the “Immigration and Visa Requirements” screen that will follow the “Accept Offer” screen. Click on the visa information link in the text. All US citizens are “non-visa nationals.” Non-US citizens can be either “visa nationals” or “non-visa nationals” depending on country of citizenship. Do NOT check the box on the screen unless you are a “visa national.” Non-US citizens MUST check the UKBA website to see if they are “visa nationals.” (Sussex will need to send you a special letter earlier than usual, to use when applying for a Student Visitor Visa before departure.)**

Final Acceptance: Sussex WILL NOT finalize your acceptance until you have completed all four steps above.

For Future Reference:

Course Confirmation: By mid-May, Sussex will email you a confirmation of courses and will airmail you a packet of materials including a hard-copy acceptance letter and information on how to “register” your student status at Sussex. Be sure to complete the Identification Card form in the packet and return it to Sussex.

Online Registration, Payment of Lab Fees, and Photo Upload: From June 1 through June 15, you will register your student status online and pay any required lab fees. All lab fees are due in full to Sussex by June 15. Lab fees must be paid by you regardless of the timing of any personal financial aid disbursement. Upload a passport-style photo – if you do not have one, continue with the online form anyway but it is to your benefit to upload a photo, so an ID card will be waiting for you when you arrive. Otherwise, you will need to present a photo immediately after arrival to get the ID card and the waiting lines can be long.

Housing: All students will be housed in the new Northfield dorms. UCEAP students cannot live off-campus. The cost of housing is included in your UCEAP fees.

Withdrawal: The UCEAP fee for withdrawal after May 1 is $500. In addition, students who withdraw at any time from June 1 to the official start date of the program will be charged the cost of one week’s worth of housing.

**Student Visitor Visa:** Instructions will be sent to you later in the UCEAP Pre-Departure Checklist. US citizens obtain the Student Visitor Visa upon arrival in the UK. Some non-US citizens must obtain the Student Visitor Visa before departure from the US.

If you have questions during this application process, FIRST contact Liz Giles at UCEAP, egiles@eap.ucop.edu or (805) 893-3246, before contacting Sussex Summer School directly.

Updated October 15, 2014
<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>Official EAP Start Date (Summer Housing Opens)</td>
<td>Arrive on Saturday, June 20, 2015</td>
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<tr>
<td>Sussex Summer Welcome Event</td>
<td>June 20, 2015 (begins at 6 PM)</td>
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<tr>
<td>UCEAP Orientation at Sussex for All Students</td>
<td>June 21, 2015 (11-12 AM)</td>
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<tr>
<td>Sussex Orientation for All Students</td>
<td>June 22, 2015 (morning time TBA)</td>
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<tr>
<td>Sussex Orientation for Physics Students</td>
<td>June 22, 2015 (afternoon time TBA)</td>
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<tr>
<td>8-Week Program</td>
<td>June 20 – August 15, 2015 (no break)</td>
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<tr>
<td>Move Out</td>
<td>August 15, 2015 (by 10 AM)</td>
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