

Summer Pre-Arrival Checklist

To best guarantee a smooth and successful summer experience, please ensure you complete all tasks on this Summer Pre-Arrival Checklist! If you have any questions or concerns after reviewing the checklist, you can contact UCLA Summer Sessions staff via email at scip@summer.ucla.edu.

Confirm you are fully enrolled in SCIP, SCIP+, or eSCIP and an approved course(s)

- Confirm your enrollment by accessing your [Registration Portal](#) using your 5-digit registration number
- Confirm course(s) enrollment by logging into your [MyUCLA account](#); the default page after you login will be your Study List and will show all active course enrollments

Confirm your [BruinBill](#) is fully paid and the balance due is zero

- Check your BruinBill on your MyUCLA account under the "Finances and Jobs" tab; if there is any outstanding balance, you are at risk of being dropped from the program and/or courses

Confirm your email address in [MyUCLA "Settings"](#)

- Find the "Settings" tab in the upper right corner and select "Official Email/Phone/Address"
- If the official email is set to your UCLA email and you are okay with receiving your main communication here, you can access your UCLA email at g.ucla.edu. Please note you will lose access to your UCLA email after the summer term ends

Familiarize yourself with [BruinLearn class websites](#) and watch the [BruinLearn tutorial](#)

- If you do not see your classes on BruinLearn, your instructor may not have activated the class website; most instructors will not activate their class website until the week before classes begin
- Read through the syllabus and check for textbooks and any other required materials needed

Check your email for communications from your program coordinator and instructor(s)

- Most instructors will send an introductory email within 1-3 days before your course begins; if you need to contact your instructor, you can check the [UCLA Directory](#) or [BruinLearn](#) to find their email
- A SCIP specific introductory email with housing check-in instructions will be sent 1-2 weeks before the start of the program; for more housing info, please review our [Housing for Minors page](#)

View [interactive campus map](#) and finalize travel arrangements for getting to UCLA campus

- UCLA does not provide transportation to/from the airport and students will be responsible for organizing their own transportation to campus, often using rideshare apps or shuttle services (PrimeTime Shuttle, SuperShuttle)
- If parking on campus, review parking policies and parking permit information through [UCLA Transportation](#)

For international students, ensure you have your I-20 and F1 student visa for arrival, and read through our [Bruin Guide for International Students](#)