

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, you can contact UCLA Summer Sessions staff via email at info@summer.ucla.edu.

Confirm you are fully enrolled in your program and review the Participant Agreement about our campus policies on your Registration Portal

- After logging into your Registration Portal, please confirm it says "Enrolled" at the top of your Status Page

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 your program

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 your program schedule and syllabus

- The program schedule and syllabus can be found on the right-hand side of your specific Precollege Summer Focus Series page on our website

Check your email for communications from your program coordinator and/or instructor

- Most programs will send an introductory email within 1-2 weeks before your program begins; be sure to check your spam/junk folder as well
- If you need to contact your program directly, you can find their contact information on the syllabus on your specific Precollege Summer Focus Series page on our website

If staying in the UCLA dorms, check for emails from UCLA Housing regarding check-in instructions

- UCLA Housing will email check-in instructions during the week prior to move-in

View interactive campus map and finalize travel arrangements for getting to UCLA campus (if program is in-person)

- 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