

UNIVERSITY OF CALIFORNIA, ACADEMIC SENATE

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June 12, 2012

**LAWRENCE PITTS**  
**PROVOST AND EXECUTIVE VICE PRESIDENT**

**Re: Required Disclaimer Language for Programs Offering Courses to Non-Matriculated Students**

Dear Larry:

At its May meeting, the Academic Council unanimously endorsed the enclosed language required by BOARS on all marketing materials for campus-affiliated programs offering courses to non-matriculated students. Such programs include University Extension, online academic programs, academic preparation programs, and English language courses.

We ask that you distribute it to the chief academic officers on each campus, including University Extension, and to the UC Online Education Project.

Sincerely,

A handwritten signature in cursive script that reads "Robert Anderson".

Robert M. Anderson, Chair  
Academic Council

Cc: Academic Council  
Executive Director Winnacker

Encl.



**BOARD OF ADMISSIONS AND RELATIONS WITH SCHOOLS (BOARS)**

**Bill Jacob, Chair**

[jacob@math.ucsb.edu](mailto:jacob@math.ucsb.edu)

Assembly of the Academic Senate

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May 9, 2012

ROBERT ANDERSON, CHAIR  
ACADEMIC COUNCIL

**Re: Required Disclaimer Language for Programs Offering Courses to Non-Matriculated Students**

Dear Bob,

At its May 2012 meeting, the Board of Admissions and Relations with Schools adopted the attached disclaimer language for use on websites and in other marketing materials of campus-affiliated programs offering courses to non-matriculated students. BOARS requires all such programs to use the disclaimer. It is not optional.

As the attachment indicates, these programs include, but are not limited to, University Extension, online academic programs, academic preparation programs, and English language courses.

The intent of the disclaimer is to address recent instances in which guarantees of campus admission or “conditional” admission may have been explicitly or implicitly implied in official campus communications to non-matriculated students enrolled in such programs.

We ask that you forward the language to Provost Pitts with a request that he disseminate it to the campuses and to the UC Online Education Project.

Sincerely,

A handwritten signature in cursive script that reads 'Bill Jacob'.

Bill Jacob  
BOARS Chair

cc: BOARS  
Executive Director Winnacker

**Required Disclaimer for Programs Offering Courses to Non-Matriculated Students**  
**Board of Admissions and Relations with Schools**  
**May 2012**

BOARS asks campuses to clearly communicate to non-matriculated students admitted to University Extension or other UC-sponsored or UC-affiliated programs the distinction between admission as a non-matriculated student to those programs, and admission to the campus. To that end, notification to students of their admission to University Extension or other UC programs as a non-matriculated student (a) should not communicate or imply any guarantee of admission or conditional admission to the campus and (b) should not originate from or be implied to come from the campus admissions office. No student may be admitted or conditionally admitted to UC unless that student has formally applied to the University.

Such programs may include, but are not limited to, English language courses, online academic programs, and University Extension courses taken by non-matriculated students.

BOARS requires University Extension and other campus departments, as well as UC-affiliated programs, offering courses to non-matriculated students to use the following disclaimer in promotional materials such as websites and course catalogs:

*“Participating in this educational program does not in itself provide preference in admission to the University of California. Students interested in applying to UC should refer to the UC Admissions website or the admissions office of the UC campus they wish to attend for details about the admissions process.”*