

UCSB College of Engineering

(Enrollment is restricted to students who are engineering majors at their home university.)

Enrollment Steps for UCEAP Reciprocity Students

You will enroll in courses in the College of Engineering after arrival at UCSB. Please be assured that this is the normal procedure for new visiting students to the College of Engineering. Professors or advisors within the College may want to meet with you to determine the best course fit and enrollments that are right for you.

Step 1. Enroll in at least one College of Letters and Science course.

In order to activate registration, all engineering students must enroll in at least one course in the College of Letters and Science during the initial Pass Period. You can cancel this course later if you wish, but we would encourage you to enroll in some general interest courses, as well as courses within your major while at UC.

- View your appointment time in [GOLD](#). Select "Registration", then select the enrollment term.
- Locate the course in [GOLD](#) under "Find Courses".
- Select "Course Info" to check if the course has any prerequisites or restrictions.
- Email the academic counselor or instructor to request permission to enroll (consult the listing of [department webpages](#) for the undergraduate department advisors' contact information). Include information regarding your academic preparation for any course prerequisites using the [Prerequisite Clearance Request](#) form, unless otherwise directed below.

Step 2: Contact your College of Engineering advisor about your enrollment plan.

Contact the engineering undergraduate advisor in the department where you plan to take courses and introduce yourself as a UCEAP reciprocity student. In your correspondence, list the engineering courses of interest to you and explain which courses you have completed at your home university to satisfy UCSB prerequisites. Use your UCSB email to send a completed [Prerequisite Clearance Request](#) and your most recent home university transcript unless another process is described below.

Engineering undergraduate advisors' contact:

- **Chemical Engineering**
[Erica Diaz](#)
- **Computer Science**
cs-undergrad@ucsb.edu
CS staff will clear the student to enroll in the requested CS course(s) through GOLD if seats are open. A confirmation email will be sent to the student once they have been cleared.
- **Electrical & Computer Engineering**
Question for an Undergrad Advisor? Fill out the [inquiry form](#).
Submit an online petition for each ECE course starting May 18th in which you wish to register. Include a copy of your home university transcript with each petition request. You do **not** need to send the "Prerequisite Clearance Request," only fill out the ECE form.
ECE course enrollment is managed by the ECE student office. Please do not contact the instructor to request clearance or an approval code to enroll.
- **Mechanical Engineering**
meugrad@engineering.ucsb.edu

Step 3: Enroll in engineering courses after arrival at UCSB.

Enroll in courses in the College of Engineering after you arrive at UCSB. **Adding engineering courses in GOLD requires add codes from the departments. Add codes are distributed via email after a review of your record.**

- **Chemical Engineering**
<https://chemengr.ucsb.edu/undergraduate/academics/courses>
- **Computer Science**
<https://www.cs.ucsb.edu/education/courses/course-descriptions>
- **Electrical & Computer Engineering**
<https://www.ece.ucsb.edu/undergrad/courses>
- **Mechanical Engineering**
<https://catalog.ucsb.edu/departments/ME/courses>

For general questions about engineering courses, contact coe-info@engineering.ucsb.edu.