Dear New MAE Graduate Student,

Welcome to UCSD and the department of Mechanical and Aerospace Engineering! We have put together some information that you may find useful as you plan your arrival and registration for classes.

The student portal for class registration, deadlines, billing etc. is [http://students.ucsd.edu/](http://students.ucsd.edu/)

For those of you who do not yet have a faculty advisor, you can ask your questions of the Student Affairs Advising Staff until the assignments are done (approximately mid to late July)

**Graduate Student Advisor, ALL MAE PhD students**
Charlotte Lauve, clauve@ucsd.edu (temporary assignment)

**Graduate Student Advisor, MS Students**
Christina Sandoval-Paquette, cgsandoval@ucsd.edu

**Graduate Student Financial Support Advisor**
Fellowships, Teaching Assistants, Scholarships, Researchships
Linda McKamey, lmckamey@ucsd.edu

Applications for fall quarter teaching assistants will begin in August. An email announcement will go out when they are ready.
ORIENTATIONS

NEW GRADUATE STUDENT ORIENTATION (All-Campus)
Thursday, September 18, 2014, Price Center West Ballroom
9:00 am – 12 NOON with a Student Resource Fair to follow
1:00 pm -5:00 pm Various Workshops
Hosted by the Office of Graduate Studies; More details will arrive from them via email

INTERNATIONAL STUDENT ORIENTATION (mandatory for all International Students)
Monday, September 22, 2014
Location TBD
Hosted by the International Center; go to website for more information
http://icenter.ucsd.edu/ispo/new/orientation/index.html

MAE NEW GRAD STUDENT ORIENTATION
Tuesday, September 23, 2014, EBU II Room 479
2:00 pm with food and socializing to follow
Hosted by MAE
SUMMER MATH BOOST COURSE

Open to all NEW MAE graduate students
Tuesday, September 2 – Friday, September 12, 2014
8:30 am – 6:00 pm
Lunch Break 12:30 – 2:00 pm

Review of calculus, Taylor series in 1-3D and non-expandable functions, ordinary differential equations, vector calculus, linear algebra, probability, partial differential equations

Contact Linda McKamey at lmckamey@ucsd.edu to reserve your spot
MAE 208, Mathematics for Engineers
Section # 820674

Fall 2014

COURSE DESCRIPTION:
This course will re-introduce the math fundamentals necessary for success in the engineering graduate program. Topics will include calculus, ODE’s, vector calculus, linear algebra, probability and PDE’s. Please see the class syllabus for a more complete list.

REGISTRATION:
Students who have been pre-selected for the course may attend. This will include the new, incoming engineering class at the graduate level (PhD). Students will attend class beginning the day after the Labor Day holiday (September 2, 2014) for two weeks. Class is held Monday through Friday from 8 – 6 pm. There will be breaks and a lunch hour each day. There is no class on Saturday or Sunday. Please see the course syllabus for more details.

Students will enroll in MAE 208, Mathematics for Engineers, for the FALL QUARTER (NOT the summer quarter). When you are ready to enroll for the fall quarter, contact Linda McKamey and she will assist with the enrollment in this particular course. There is no registration fee for the course now. If you take this course, you will enroll in the fall course, MAE 208, Mathematics for Engineers and pay the normal tuition/fees at that time.

The textbook will need to be purchased through your own bookstore or Amazon.com. It will not be available at the UCSD Bookstore. Please see the syllabus for the book title.

Please contact the MAE Student Affairs Manager to reserve your spot in the course and to ask any questions: Linda McKamey, lmckamey@ucsd.edu.
MAE 208. Mathematics for Engineers (4)

Fall 2014

This course covers various fields of mathematics that are essential for coping with the graduate-level MAE courses. The topics covered include intermediate calculus, ordinary differential equations, vector calculus, linear algebra, probability, and partial differential equations.

Instructor:
• Prof. Daniel M. Tartakovsky, Office: EBU II, Room 577

Teaching Assistant:
• Kimoon Um, kimoon.um@gmail.com

Class Schedule: September 2---5 and 8---12, 2014
• 8:30am---9:50am, Lectures. EBU---II 584
• 10:00am---11:50pm, Problem solving. EBU---II 584
• 12:00am---12:30pm, Quiz. EBU---II 584
• 2:00pm---3:20pm, Lectures. EBU---II 584
• 3:30pm---5:20pm, Problem solving. EBU---II 584
• 5:30pm---6:00pm, Quiz. EBU---II 584

Office Hours:
• By appointment. EBU II, Room 577

Academic prerequisites:
• N/A

Prerequisites by topic:
• Differential calculus
• Elementary ordinary and partial differential equations

Textbook:
* Please note: the book is not available at the UCSD Bookstore. You can find it on Amazon.

Course grade:
• The final course grade will be based on problem solving (20%), quizzes (30%), and the final exam (50%)
  o Final exam: 1:00am---4:00pm, EBU---II 584, September 12, 2014

Course policy and Academic integrity:
• All students are expected to adhere to the UCSD Policy on Integrity of Scholarship.
• Questions regarding your grades will be accepted only within 48 hours after the grade is released. Partial credit given for any unsolved problem cannot be changed.
• I will not reply to emails unless it is an emergency. Please use my office hours or talk to me after the lectures.
• There will be no make-up exams. If you anticipate that you will not be able to be present for quizzes and/or exams you should drop the class.

Class outline:
Day 1—2. Calculus
  1. Limits, derivatives, chain rule
  2. Taylor series in 1---3D and non---expandable functions
  3. Extrema, optimization and Lagrange multipliers
  4. Integration, the fundamental theorem of calculus
  5. Integration by parts, change of variables, integration limits
  6. Integrals in 2D and 3D
  7. Operation with complex numbers
  8. Fourier Series, Fourier and Laplace transforms

Day 3—4. Ordinary differential equations
  1. Solution of homogeneous ODEs with constant coefficients
  2. Solution of inhomogeneous ODEs with constant coefficients
  3. Solution of the ODEs with Fourier and Laplace transforms
  4. Green’s function
  5. Eigenfunctions/eigenvalues

Day 5—6. Vector calculus
  1. Definitions of vector and pseudo---vector, vector dot--- and cross--- products, manipulations with dot--- and cross--- products
  2. Del operator, gradient, curl, divergence (physical meaning of these operators and expressions for different frames), manipulation with these operators
  3. Gradient, Stokes’, and divergence theorems
  4. Tensors

Day 7. Linear algebra
  1. Solution of linear systems
  2. Eigenvectors/eigenvalues
  3. Probability
     3a. Random variable, binomial and Gaussian/normal random variables
     3b. Expectation, variance, covariance

Day 8. Partial differential equations
  1. Separation of variables
  2. Self---similar variables
  3. Hyperbolic, parabolic, and elliptic equations

Day 9. Review of the course material and Final Exam
GENERAL STUFF

SETTING UP EMAIL:

Information has been sent to your email account listed on your application about setting up a Jacobs School of Engineering email account. You will be using Engineering Google Apps with an email that ends in eng.ucsd.edu. If you receive any other information from UCSD Academic Computing and Media Services (ACMS) you can safely ignore it. The Jacobs School has a separate email system.

REGISTERING FOR CLASSES:

You can enroll in classes now. The student portal for class registration, deadlines, billing etc. is http://students.ucsd.edu/

Fall 2014 begins Monday, September 29, 2014
Classes begin Thursday, October 2, 2014
Registration fee payment deadline for fall is September 26, 2014
Late fees WILL apply after September 26, 2014

A full academic calendar can be found here: http://blink.ucsd.edu/instructors/courses/enrollment/calendars/2014.html

Please go to our website to find information on:

Academic Advising: http://maeweb.ucsd.edu/grad/advising

Courses: http://maeweb.ucsd.edu/grad/courses

Degree Requirements: http://maeweb.ucsd.edu/grad/programs

Grading Policies: http://maeweb.ucsd.edu/grad/advising
COURSE REQUIREMENTS AND A TYPICAL FALL SCHEDULE:

There is not a set of courses that are required for your degree. MS students will take a total of 36 units (usually 3 courses/quarter). In that 36 units, most students will take MAE 210A,B,C (fluids sequence) and MAE 290A,B (numerical methods). But that is not a requirement.

MAE 205 Graduate Seminar: We encourage ALL MAE graduate students to enroll in this one-unit course every quarter. It gives you credit for attending seminars throughout the quarter. You don’t have to do anything in the course accept attend as many seminars as you’d like. The course is simply to give you credit for attending them.

MAE 207 Special Topics: Each quarter, faculty will offer a Special Topics course on a subject that they are most interested in. It will be a course that is not on the regular schedule of classes. Often, the faculty are “testing” out material for a new course that they want to create. It is a four-unit course and is set up like any course, with exams, possible report writing, and a grade. You can use as many as two MAE 207’s toward your degree requirement as long as the topics are different.

Typically, in the fall quarter, students will enroll in MAE 205 (graduate seminar), MAE 210A (fluid mechanics), MAE 212 (combustion for those with this interest), MAE 231A (solid mechanics, for those with this interest), MAE 280A (linear systems theory), MAE 290A (numerical methods), or MAE 294A (applied math). There are other interesting courses as well. It depends on your areas of specialization and your interests. You are allowed to take graduate courses in other engineering departments as well with approval from your advisor or the MAE academic advising office.

Other courses will be chosen by you, depending on your areas of specialization.

ADVISORS

MS Program

The MS program is intended to extend and broaden the undergraduate background and/or equip practicing engineers with fundamental knowledge in their particular fields. The degree may be terminal, or obtained on the way to the Ph.D. The degree is offered under both the Thesis Plan I and the Comprehensive Examination Plan II. A strong effort is made to schedule MS-level course offerings so those students may obtain their MS degree in one year of full-time study or two years of part-time study.

Students may choose either Plan I or Plan II. We highly recommend that students not make this decision until the completion of at least one quarter of course work.

MS faculty advisors are assigned after one or two quarters of MS coursework in the department. The decision is a mutual agreement between the student, the faculty member, and the MAE
Student Affairs Office. At the time that a faculty advisor is chosen, students should also decide between Plan I and Plan II. Students in Plan I must have the approval for a thesis from their faculty advisor. The MAE Student Affairs Office will assist students with the faculty advisor assignment process.

PhD Degree

Most PhD students will have a PhD advisor assigned immediately upon matriculation. However, this is not always the case as some students may not know exactly what research area they want to concentrate on. If a PhD student has been given financial support, they are assigned an advisor during the admissions process and it is indicated in their support offer letter sent out in Feb/March/April. Students can contact the MAE Student Affairs Office if they have questions about their advisor or the process for assigning or making a change.
Grading Policies, UC San Diego

Good Academic Standing and Probation

Good academic standing is determined by graduate students meeting departmental and graduate studies standards; a GPA of 3.0 or above, in upper-division, graduate and professional course work; satisfactory spring evaluation; and having no more than a total of eight units of "F" and/or "U" grades. Some departments specify more stringent grade requirements.

Good Academic Standing is a requirement for:

1. Holding academic and staff appointments.
2. Receiving fellowship, scholarship, or traineeship appointments.
3. Advancing to candidacy for a graduate degree.
4. Going on a leave of absence.
5. Obtaining a graduate degree from UCSD.

Graduate students who are not in Good Academic Standing for any reason are subject to probation and/or disqualification from further graduate study.

Repetition of Courses

- A graduate student assigned a grade of D, F, or U only may petition to repeat the course on the same grading basis for which it was first taken.

- Degree credit for the course will be given only once, but the grade assigned for each enrollment shall be permanently recorded.

- Both the original grade and the grade received in the repetition will be used in calculating the overall GPA for the first 16 units repeated.

- Petition must be submitted to OGS for approval prior to enrollment in course to be repeated.
- See MAE Advising for more information.

For more information on academic progress policies, please see the Office of Graduate Studies.
Tips for Avoiding Plagiarism
from the UCSD Libraries

preventing plagiarism

http://libraries.ucsd.edu/
What is Plagiarism?

Plagiarism can be unintentional or intentional when ideas, text, and creative work are used but not cited in academic, professional, and personal work. Common forms of plagiarism can include:
- Passing off another's ideas or work as your own
- Fabricating citations
- Copying, cutting and pasting without citing the original source
- Paraphrasing incorrectly
- Using media files, such as image, audio or video files, without citing them

Use the decision trees below to help decide if something should be cited.

**What needs to be cited?**

- Another's words?
  - yes
    - Quote & Cite it
  - no
    - another's ideas?
      - yes
        - Is it common knowledge?
          - yes
            - Cite it
          - no
            - Do not cite it
      - no
        - Cite it

**When do you cite?**

- Did you think of it?
  - yes
    - Do not cite it
  - no
    - Is it common knowledge?
      - yes
        - Cite it
      - no
        - Do not cite it

Tips to Avoid Plagiarism

- Consider using tools to help organize your research and keep your information in one place. Try keeping track of what you’re quoting or paraphrasing in a “research journal.” Some great suggestions for free, online options are: (http://tinyur.com/lenotetaking). If you just want to track your citations (without notes), use online tools like RefWorks (http://refworks.com/)
- Cite your sources (direct quotes and paraphrasing) as you write your rough draft. Refer back to your research journal for accuracy.
- Use style guides to cite in the correct format. Ask a librarian about how RefWorks can save you time!
- When in doubt, cite it! Cite all outside sources except for common knowledge.

If you still have questions about when to cite, check with your instructor.

5 Steps to Successful Paraphrasing

1. Read the entire text, underlining key points and main ideas.
2. In your own words, write a sentence about the main idea of the text (i.e. summarize). Also, write key points in the text.
3. Highlight any words, phrases, or key passages that you would want to quote directly.
4. Combine the above into a new paraphrased paragraph, using your own words.
5. Cite your source. Even if you paraphrase, you should acknowledge the material you read and paraphrased.

Still have questions?

- Check out our online guide: Preventing Plagiarism: Keepin’ It Real
  http://libraries.ucsd.edu/plagiarism
- Ask a Librarian: http://libraries.ucsd.edu/ask


How will you know if something is common knowledge? Consider:
1) Can it be found in many different places?
2) Is it widely known by a lot of different people?
Use your common sense — when in doubt, ask!
**FACULTY & STAFF**

_Blink: Information for UC San Diego Faculty and Staff_

**Enrollment and Registration Calendar 2014–2015**

Last Updated: April 4, 2014 4:21:57 PM PDT

Give feedback

View [Enrollment and Registration Calendars](http://blink.ucsd.edu/instructors/courses/enrollment/calendars/2014.html) for past, present and future calendars. Dates are subject to change.

For information on Summer Session, visit the [Summer Session website](http://www.summersession.ucsd.edu/) or call (858) 534-5258.

<table>
<thead>
<tr>
<th>Description</th>
<th>Fall 14</th>
<th>Winter 15</th>
<th>Spring 15</th>
<th>Summer 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadline for academic advising offices to submit degree audits to Registrar</td>
<td>2/27</td>
<td>5/29</td>
<td>8/7</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline to enter holds for the enrollment/registration cycle</td>
<td>4/30</td>
<td>11/4</td>
<td>2/4</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Schedule of Classes</strong> available</td>
<td>5/2</td>
<td>11/7</td>
<td>2/6</td>
<td>TBD</td>
</tr>
<tr>
<td>Academic advising begins</td>
<td>5/5</td>
<td>11/10</td>
<td>2/9</td>
<td>N/A</td>
</tr>
<tr>
<td>Effective date for enrollment holds</td>
<td>5/6</td>
<td>11/10</td>
<td>2/10</td>
<td>TBD</td>
</tr>
<tr>
<td>Enrollment begins</td>
<td>5/7</td>
<td>11/12</td>
<td>2/11</td>
<td>TBD</td>
</tr>
<tr>
<td>Effective date for fee payment holds</td>
<td>8/25</td>
<td>11/13</td>
<td>2/19</td>
<td>N/A</td>
</tr>
<tr>
<td>New student enrollment begins</td>
<td>8/25-9/1</td>
<td>N/A</td>
<td>N/A</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline to apply for readmission (undergraduate students)</td>
<td>9/4</td>
<td>12/8</td>
<td>3/2</td>
<td>N/A</td>
</tr>
<tr>
<td>Billing statement available on [TritonLink](http:// TritonLink)</td>
<td>9/3</td>
<td>12/3</td>
<td>3/3</td>
<td>TBD</td>
</tr>
<tr>
<td>Registration fee payment deadline (after this date, <a href="http://late-fees">late fees</a> apply)</td>
<td>9/26</td>
<td>12/17</td>
<td>3/20</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline for mandatory insurance health waiver - all students (after this date, $50 late waiver fee will apply until late waiver deadline, see below.)</td>
<td>9/26</td>
<td>12/17</td>
<td>3/20</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline for students not attending (who are receiving financial aid, full-fee waivers or graduate fellowships/scholarships) to notify university that they will not attend. See the <a href="http://schedule-of-refunds">schedule of refunds</a> for more information.</td>
<td>9/26</td>
<td>12/17</td>
<td>3/20</td>
<td>N/A</td>
</tr>
<tr>
<td>Quarter begins</td>
<td>9/29</td>
<td>1/2</td>
<td>3/26</td>
<td>TBD</td>
</tr>
<tr>
<td>Event</td>
<td>Date 1</td>
<td>Date 2</td>
<td>Date 3</td>
<td>Date 4</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>--------</td>
</tr>
<tr>
<td>Classes dropped if registration payment not received</td>
<td>10/2</td>
<td>1/8</td>
<td>3/31</td>
<td>TBD</td>
</tr>
<tr>
<td>First day of classes</td>
<td>10/2</td>
<td>1/5</td>
<td>3/30</td>
<td>TBD</td>
</tr>
<tr>
<td>Late health insurance fee waiver deadline (no waivers will be accepted beyond this date)</td>
<td>10/3</td>
<td>1/5</td>
<td>3/30</td>
<td>N/A</td>
</tr>
<tr>
<td>Automatic wait-lists officially end</td>
<td>10/16</td>
<td>1/15</td>
<td>4/9</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline for all students to add or re-enroll in classes if canceled for non-payment via WebReg. Find out how to add a class: Undergraduates and Graduates.</td>
<td>10/17</td>
<td>1/16</td>
<td>4/10</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline to apply for part-time status</td>
<td>10/17</td>
<td>1/16</td>
<td>4/10</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline for graduate students to file for leave of absence, in absenitia or to apply for half-time status for current quarter</td>
<td>10/17</td>
<td>1/16</td>
<td>4/10</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline to file for Advancement to candidacy for master's degrees</td>
<td>10/17</td>
<td>1/16</td>
<td>4/10</td>
<td>N/A</td>
</tr>
<tr>
<td>Deadline to change grading option, change units, and drop classes without &quot;W&quot; on transcript</td>
<td>10/31</td>
<td>1/30</td>
<td>4/24</td>
<td>TBD</td>
</tr>
<tr>
<td>Effective date for students receiving financial aid to withdraw and retain 100% federal aid</td>
<td>11/19</td>
<td>2/20</td>
<td>5/14</td>
<td>TBD</td>
</tr>
<tr>
<td>Drop without penalty of &quot;F&quot; grade — end of 9th week (undergraduates)</td>
<td>12/5</td>
<td>3/6</td>
<td>5/29</td>
<td>TBD</td>
</tr>
<tr>
<td>Last day of classes before finals</td>
<td>12/12</td>
<td>3/13</td>
<td>6/5</td>
<td>TBD</td>
</tr>
<tr>
<td>Finals week</td>
<td>12/13-20</td>
<td>3/14-21</td>
<td>6/6-12</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline to file for &quot;Removal of Grade Incomplete&quot; from previous quarter</td>
<td>12/20</td>
<td>3/21</td>
<td>6/12</td>
<td>N/A</td>
</tr>
<tr>
<td>Quarter ends</td>
<td>12/20</td>
<td>3/21</td>
<td>6/12</td>
<td>TBD</td>
</tr>
<tr>
<td>Deadline to file for a Request to receive a grade of &quot;Incomplete&quot;</td>
<td>12/22</td>
<td>3/23</td>
<td>6/15</td>
<td>See <a href="http://blink.ucsd.edu/instructors/courses/enrollment/calendars/2014.html">Summer Session</a></td>
</tr>
<tr>
<td>Grades available on TritonLink</td>
<td>TBD</td>
<td>3/26</td>
<td>6/18</td>
<td>1 week after class ends</td>
</tr>
</tbody>
</table>

**Summer Session**

- Summer Session I: June 30 - August 2
- Summer Session II: August 4 - September 6
- Special Session III: June 16 - September 26

Schedule of classes and final examination schedule For more information regarding the schedule of classes and final examination schedules, please see [Schedule of Classes: Publication Calendar](http://blink.ucsd.edu/instructors/courses/enrollment/calendars/2014.html).

**Academic and administrative holidays**
MAE FELLOWSHIP/EMPLOYMENT SESSION
FOR U.S. CITIZENS ONLY
WEDNESDAY, OCTOBER 8, 2014
10:30 AM, EBU 2, ROOM 584

FOR FALL HIRES AS A TA, READER,
TUTOR, GSR AND
NEW FELLOWSHIP STUDENTS

You must bring:
- Driver’s License and
- School or picture ID and
- Social Security Card or Number

Any question, please contact Linda McKamey,
MAE Student Affairs Manager, at
lmckamey@ucsd.edu

No reservations necessary.
MAE FELLOWSHIP/EMPLOYMENT SESSION
FOR INTERNATIONAL STUDENTS ONLY

WEDNESDAY, OCTOBER 8, 2014
2:30 PM, EBU 2, ROOM 584

FOR FALL HIRES AS A TA, READER, TUTOR, GSR AND NEW FELLOWSHIP STUDENTS

You must bring:
- Passport and Visa
- I-20 and I-94
- Social Security Card or Number (SSN)
  (if you don’t have an SSN, you can get information at this meeting on obtaining one)

Any question, please contact Linda McKamey, MAE Student Affairs Manager, at lmckamey@ucsd.edu

No reservations necessary.
SUPPORT TYPES

GRADUATE STUDENT RESEARCHER (GSR)
Typically for PhD students only
- Appointed by your faculty advisor
- Requires you to work in a professor’s lab between 10 and 20 hours per week
- Pay starts at $2,045/month for a 20 hour/week position
- Tuition and fees are paid
- Must be a full time, registered student in good academic standing
- These positions are in high demand but are difficult to get. You must be recommended by your faculty advisor.

TEACHING ASSISTANT (TA)
- Applications are accepted each quarter. MAE students receive an email with the details. Information is also listed on the MAE website: maeweb.ucsd.edu
- Requires you to work in an MAE undergraduate or graduate course between 10 and 20 hours/week
- Pay ranges from $980/month to $ 1961/month depending on the percentage of time offered
- Most of the RESIDENT fees are covered
- Out of state tuition is NOT covered
- There are also grader positions available at $ 13.49/hour
- Assignments are made by the professor of the course in consultation with the MAE Student Affairs Manager

OTHER SUPPORT RESOURCES
Office of Graduate Studies
http://graduatefunding.ucsd.edu/
http://ogs.ucsd.edu/financial-support/fellowship-traineeships/general-information.html

CONTACT INFORMATION
Linda McKamey, Student Affairs Manager
(858) 534-4065
lmckamey@ucsd.edu
Advice from Students and Advisors: Survival Guide

Finding a place to live

The first question we are usually asked is “How do I find somewhere to live? Where are the good places??” Well, here is some information to try to make your search a little easier!

- **On Campus**
  - [http://hdh.ucsd.edu/arch/gradhousing.html](http://hdh.ucsd.edu/arch/gradhousing.html)
  - [http://hdh.ucsd.edu/hsgaffil/faq.html](http://hdh.ucsd.edu/hsgaffil/faq.html)
  - Phone: 858.822.3291

  The first thing you should do once you accept at UCSD if you want to get into on-campus grad housing is SIGN UP ON THE HOUSING WAIT LIST!!!!!!!!!!!

  Apply here: [https://hds.ucsd.edu/ARCH_WaitList/ARCHMainMenu.aspx](https://hds.ucsd.edu/ARCH_WaitList/ARCHMainMenu.aspx)
• **Off Campus:** There are several neighborhoods off campus with grad student-friendly prices. Here are a few of the major ones! You can also see [http://commuterlistings.ucsd.edu/UCSDStaff/AreaDescriptions.aspx](http://commuterlistings.ucsd.edu/UCSDStaff/AreaDescriptions.aspx)

Beach communities:
- La Jolla – Technically it stretches from the beach to the grad student housing.
- Del Mar – The beach community just north of campus. Some places in our budget range, but far from the grad-student friendly fun.
- Pacific Beach (“PB”) – The beach community just south of La Jolla. College atmosphere, young area. Traffic in and out is an issue during rush hour, but it’s a cool neighborhood with lots of bars and restaurants and housing deals.
- Mission Beach, Ocean Beach (“OB”) and Point Loma – OB and Loma might have some good deals, but they are definitely harder to get in and out of. The commute might not be worth the deal!

Inland:
- UTC/University City – The area directly south and southeast of campus. Mostly apartments, on the pricey side. Close, convenient, but might be lacking in fun.
- Clairemont – Lots of cheap, great houses and apartments, but a few not-so-great areas (check out the place before you commit). Close and easy to get to school!
- Hillcrest and North Park – These trendy urban neighborhoods are just north of downtown and have a lot to offer. A little further, but a little cooler.

- See what the City of San Diego says about the neighborhoods: [http://www.sandiego.gov/neighborhoodmaps/](http://www.sandiego.gov/neighborhoodmaps/)
- Resources from UCSD for searching for an off-campus place: [http://www.ucsd.edu/current-students/student-life/housing/off-campus/search.html](http://www.ucsd.edu/current-students/student-life/housing/off-campus/search.html)
Car issues

- Driver’s License – You are supposed to get a driver’s license within 10 days of being here. Do it! REGISTER FOR AN APPOINTMENT ONLINE…this will significantly cut down on wait time.

- California car registration fees – You are supposed to register your car within 20 days. You might as well do it at the same appointment to get your driver’s license. It is a California state requirement to have a new Smog Certificate upon initial registration, so make sure you do it before you go to the DMV. The DMV website has more details: (http://www.dmv.ca.gov/vr/smogfaq.htm#BM2535)

- If you don’t have a car you will probably want one. Many people attempt to live here without a car, and while it is possible, it makes life pretty difficult. If you are thinking of buying a car, the best option would be to buy it once you arrive in San Diego. Parking on campus: https://students.ucsd.edu/campus-services/parking-and-transportation/index.html

- It is expensive to register a car in California. If you have NOT had your car (in your name) for a full year, you will be forced to pay taxes on the worth of the car. This is to try to keep people from buying cars out of state and driving them over the border to avoid California taxes. If you paid taxes on the car in another state, you will pay the difference between the CA sales tax, and the cost of sales tax where you bought the car (since California will most likely be higher!). You are not exempt if you get the car for “free” or if it is a “gift” from parents, etc. You still have to pay sales tax!

- If you want to figure out what your registration would cost, you can use the DMV’s handy calculator: https://mv.dmv.ca.gov/FeeCalculatorWeb/index.jsp

- Find the DMV’s around San Diego and look up all the official rules here: http://apps.dmv.ca.gov/fo/regions/sandiego.htm
Student ID Card

Your photo ID card can now be done via an online tool. The deadline to submit a photo is August 1. After that, you’ll have to go to the Campus Card Office and wait in long lines. Please use the link below and follow the instructions. If you have any questions, please contact the Campus Card Office.

https://students.ucsd.edu/finances/campus-cards/how-to-get.html

The campus ID card has many perks and uses:

• Check out books and materials through UCSD libraries
• Use it as a debit card at various campus dining facilities
• Use your ID to purchase a rec card or gain access to recreation classes and facilities
• Get discounts or free admission to sporting events through the UCSD Box Office
• Get free rides on public transportation
• Show your affiliation, if needed on UCSD shuttles
• Get employee discounts on attractions, electronics, education, movies, and more

Questions? Contact Campus Cards (858) 822-4727 (campuscards@ucsd.edu)
Alternative Transportation

There are many free shuttles and bus lines provided by UCSD. **In order to use these services you must get your campus ID card stickered.**

Free public buses:

- After you get your campus ID, go to the Parking Services office (in the Gilman parking structure, or the Hillcrest parking office) to get your FREE sticker that allows you access to several public bus lines in San Diego.
- Details can be found here: [http://blink.ucsd.edu/facilities/transportation/commuting/public.html](http://blink.ucsd.edu/facilities/transportation/commuting/public.html)

Free UCSD Shuttles:

- In addition to the free public buses, UCSD has a network of shuttles. These run from various housing complexes to campus, and also include several routes around the campus itself.
- Shuttle map is included at the end of this packet!
- More information and live shuttle tracking can be found on the UCSD Transportation Services website: [http://blink.ucsd.edu/facilities/transportation/shuttles/index.html](http://blink.ucsd.edu/facilities/transportation/shuttles/index.html)

Biking:

Many people bike to campus. To follow regulations at UCSD, you need a bike registration sticker on your bicycle. You can get this from the UCSD Bike Shop located in Student Center A, weekdays from 11 a.m. to 1 p.m.

[http://blink.ucsd.edu/safety/emergencies/security/bike.html](http://blink.ucsd.edu/safety/emergencies/security/bike.html)

If you bike for most of your commute to UCSD and are registered with the state
of California, then you can join the Pedal Club. The Pedal Club allows you 10 complimentary days for parking your car per quarter with an Occasional Use permit. You also can get maintenance discounts at the UCSD Bike Shop among other benefits. See website for details:

http://blink.ucsd.edu/facilities/transportation/commuting/solutions/pedal.html

http://ucsdbikeshop.wordpress.com/about/
Setting Up Utilities

- If you are living in UCSD On-campus Grad Housing some of the utilities will be set up for you. If not, be sure to check with your landlord on what will be provided.

- Electricity – San Diego Gas and Electric
  - (800) 411-7343

- Cable/Internet (There are a couple others but these are the main ones)
  - Time Warner Cable
    - [http://www.timewarnercable.com/](http://www.timewarnercable.com/)
    - **IF YOU ORDER WITH TWC DO NOT DO SO ONLINE.** Here is the name of a customer service representative who is able to get deals that are much less than what you would pay otherwise (often more than 30-40% off).
      - Dave with Time Warner
      - (858) 761-4850
  - AT&T UVerse/Internet
    - NB – Some locations will only let you install direct TV with ATT cable. If you are in grad housing and have only this option, there is a good chance that you won’t be able to get a signal due to the trees around the neighborhood.
  - DirecTV
    - [http://www.directv.com/DTVAPP/index.jsp](http://www.directv.com/DTVAPP/index.jsp)
- (888) 795-9488
- When calling, use the following account number referral to get extra money off (believe it is $100): 081083091

**Stipend and Taxes**

- You must pay taxes!

- UCSD pays you after you work (i.e. “in arrears”). Therefore your first paycheck or stipend may not come until November. Plan to arrive with at least two months worth of income to get you through until then.

  o **YOU MUST FILE YOUR TAX RETURNS AS A RESIDENT OF CALIFORNIA, not of any other state.** If you are filing in multiple states, be sure to indicate California as your primary residence on ALL, or your residence may be challenged. Disclaimer, this is not legal advice, but some people ran into a couple of issues when establishing residency because they made this mistake.
California Residency

If you are a citizen of the USA, you MUST become a California resident before the start of your second year. To do this, you need the following 12 things. **Start collecting these in a folder ASAP!!!** It’s *MUCH* easier if you start as early as possible. **YOU HAVE TO DO THIS!!!**

You will need (copied from online):

1. California driver's license or a California ID card as soon as possible but within a few months of arriving in the state. The DMV has very specific rules; see their information for persons new to California. Operating a vehicle in California that is not owned by you still requires you to obtain a California driver's license and proof of California car insurance.
2. Voter registration card or affidavit from Registrar of Voters. Contact Registrar of Voters at (800) 696-0136, or check status and apply online at the County of San Diego's website.
3. A copy of the first month's bank account statement with a California bank, or a bank statement showing when address was changed to California.
4. California car registration and car insurance card as soon as possible, but within a few months of arriving in the state. The DMV has very specific rules; see their information for persons new to California. Operating a vehicle in California that is not owned by you still requires you to obtain a California driver's license and proof of California car insurance.
5. Federal and all state tax returns for the past year, or W2s only if you did not file in any state. Your residency will be questioned if, during the period you are claiming to be a California resident, you file a full-year resident tax return in another state or file a full-year nonresident California state tax return. If you filed a California Part-Year Resident return (Form 540NR), be sure to include your Schedule CA page (540NR). Black out all social security numbers on all tax documents. If you did not keep copies, call Franchise Tax Board for copies of state tax return and the IRS for your federal tax return at least 90 days before you submit your packet.
6. **Evidence of financial independence (you must meet ONE requirement).** You:
   - Are a **single undergraduate under age 24** and were not claimed as a dependent for tax purposes by either nonresident parent or any other individual for the current and 2 tax years immediately preceding the quarter for which you request classification as a resident, and you can demonstrate self-sufficiency for the current and 2 preceding years. Single undergraduates under 24 must submit, for the applicable quarter a petition is being filed, a budget worksheet form. Use the applicable form and review the sample:
     - **Worksheet:** [link](http://registrar.ucsd.edu/studentLink/Budget_Worksheet_Generic.pdf)
• Sample Budget Worksheet:
http://ucsd.edu/_files/current-students/registrar/SAMPLE-residency-budget-worksheet.pdf

Use this as a guide to what you will provide with your own worksheet, and how you must label each income document.

Document all sources of income listed on the worksheet, and include your own and your parents' prior 2 tax years of state and federal tax returns, or

- Are financially dependent on a California resident parent who meets the University's requirements for residence for tuition purposes (eligible to establish residence, one year physical presence showing intent to remain in the state); student would submit the 12 items for the parent(s) claiming to be a resident(s) and for the student his/herself, or
- Will be at least 24 years old by Dec. 31 of the calendar year for which classification as a resident is requested (student would submit copy of driver's license), or
- Are a veteran of the U.S. Armed Forces, or
- Are a ward of the court or both parents are deceased, or
- Have a legal dependent(s), or
- Are a married student who was not claimed as an income tax deduction by either parent or any other individual for the tax year immediately preceding the term for which classification as a resident is requested, or
- Are a graduate or professional school student who was not claimed as an income tax deduction by either parent or any other individual for the tax year immediately preceding the term for which classification as a resident is requested (submit copies of parents' federal and state tax returns for the prior tax year), or
- Are a graduate or professional school student who is employed at the University of California 49 percent or more time (or awarded the equivalent in University-administered funds) during the quarter for which classification as a resident is requested (submit letter from graduate department stating as such), or
- Reached the age of majority (18) in California while your parents were residents of California, and they left the state to establish a residence elsewhere, and you continue to live in California after their departure.

7. Proof of physical presence in California for the summer immediately prior to the change of classification request:
   - Employment verification from California employer, or from your major department attesting to physical presence in the state, and
   - Either bank or credit card statements, whichever one indicates dates/location activity on them for June, July, and August. If there are other names on the
account in addition to the student's, the only statements that can be provided must be in the student's name only.

- If absent from the state, provide airline tickets.
- If on an out-of-state research appointment, provide a letter from your department endorsing your absence.
- Do not submit store receipts as proof of your physical presence.

Summer actions count! A student's actions during the entire year, including the summer, affect the determination made regarding residence status for tuition purposes. A student who is in California solely for educational purposes is not eligible for California residence for tuition purposes regardless of the length of his or her stay.

If a student returns to his or her former place of residence (outside California), he or she will be presumed to be in California solely for educational purposes and only strong evidence to the contrary will rebut this presumption.

A student seeking to establish California residence who accepts employment or conducts research outside of California will be questioned regarding his or her attempts to find employment and/or conduct research within California. Leaving the state for a unique research opportunity or for special circumstances (such as a medical emergency) may not preclude the student from being classified as a resident, but the burden will be on the student to provide convincing evidence that leaving the state was not inconsistent with his or her claim of permanent residence. See Residence for Tuition Purposes: Temporary Absences.

8. Copies of all your housing contracts, monthly rental agreements, lease or proof of property ownership for the past year, or verification in writing from property owner of housing agreement.
9. Proof of credit and memberships with CA merchants, e.g. stores, supermarkets, video clubs, fitness clubs, public library, magazine subscriptions, and religious affiliations.
10. Proof of your belongings moved into California such as a moving van bill of lading, U-Haul moving van receipts, etc.
11. Proof of utilities in your name, e.g. phone, gas, electric, TV, cable, Internet, water, etc. Submit the first and the latest statements only.
12. If you are a permanent resident through the INS, copy of your alien registration card.

Note: Attach a written statement as to the circumstances of any missing or late-dated documents. Make copies of all documentation to keep for your records.
Health Insurance

- Please note, you will NOT be covered by Student Health Insurance until the Fall Quarter begins so you will want to be certain that you are covered by your own health insurance over the summer.

- If you let your health insurance coverage lapse you may not be covered later for any conditions deemed “pre-existing” and might end up paying a lot of money to get treated for something simple. Again, MAKE SURE you are covered by your own health insurance over the summer!

- Details on the UCSD Student Health Insurance Plan:
  - [http://ogs.ucsd.edu/about/welcome/health-insurance.html](http://ogs.ucsd.edu/about/welcome/health-insurance.html)
International Students

There are a ton of great resources for International Students – the following is from the UCSD website. More information can be found here http://icenter.ucsd.edu/ispo/index.html

The International Center

If you are neither a U.S. citizen nor a Permanent Resident of the United States, please pay an early visit to the UCSD International Center located between Mandeville Lane and Library Walk. The International Center is open Monday through Friday from 9:00 am to 4:00 pm.

As soon as they arrive, all international students, professors, and researchers are required to do two things:

1. Check In - Bring your passport, I-94 card, I-20 or DS-2019, and any other related document(s) so that you can complete check in. (F-1 and J-1 students must check in before SEVIS registration can be completed.)

2. Attend Orientation - All new international graduate students are required to attend a mandatory orientation session. To register for the orientation, please visit http://icenter.ucsd.edu/ispo/new/orientation/index.html

3. New international graduate students, particularly those coming from other U.S. institutions, need to check in or complete the necessary transfer process at the International Center before they can receive funds from UCSD. For more information contact the International Center at (858) 534-3730, or visit their web site: http://icenter.ucsd.edu
Important Locations for when you move (locations are closest to UCSD)

Ikea
2149 Fenton Parkway
San Diego, CA 92108-4739

Target
5680 Balboa Avenue
San Diego, CA 92111-2706

Wal-Mart
4840 Shawline Street
San Diego, CA 92111

Home Depot
4255 Genessee Avenue
San Diego, CA 92117

Costco
4605 Morena Boulevard
San Diego, CA 92117

Ralphs
8677 Villa La Jolla Dr
La Jolla, CA 92037-2354

Vons
7788 Regents Road
San Diego, CA 92122

Trader Joes
8657 Villa La Jolla Dr
La Jolla, CA 92037-8309
List of Important Websites

- Housing
  - http://hdh.ucsd.edu/arch/gradhousing.html
  - http://hdh.ucsd.edu/hsgaffil/faq.html
  - https://hds.ucsd.edu/ARCH_WaitList/ARCHMainMenu.aspx

- Bus/Shuttle
  - http://blink.ucsd.edu/facilities/transportation/shuttles/index.html - Shuttle services
  - http://blink.ucsd.edu/facilities/transportation/commuting/public.html
    Buses serving UCSD student

- More Commuter Services

- Car
  - https://mv.dmv.ca.gov/FeeCalculatorWeb/index.jsp
  - http://apps.dmv.ca.gov/fo/regions/sandiego.htm

- Health Insurance
  - http://ogs.ucsd.edu/about/welcome/health-insurance.html

- Utilities
  - http://www.sdge.com/index/
  - http://www.timewarnercable.com
  - http://www.att.com/

- Establishing California Residency
  - http://www.ucsd.edu/current-students/finances/fees/residence/status-change.html
  - http://www.ucsd.edu/current-students/finances/fees/residence/criteria.html
Neighborhood Map (from UCSD)
Apartment Complexes Near Campus
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<th>Community</th>
<th>Address</th>
<th>Studio Ave Sq Ft</th>
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<th>1Br 1Ba Ave Rent/SqFt</th>
<th>2Br 1Ba Ave Rent</th>
<th>2Br 1Ba Ave Rent/SqFt</th>
<th>3Br 2Ba Ave Rent</th>
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<td>$2,060</td>
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<td>$2,230</td>
<td>$1,168</td>
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<td>$2,920</td>
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