Application Checklist

1. Using a valid email address, create an account at www.ucop.edu/cosmos

2. Ask two of your STEM teachers if they would be willing to complete a recommendation for you. Share the Teacher Recommendation Worksheet so they know what to expect. Once they agree, input their valid email addresses into your online application by clicking on the teacher recommendation tab.

3. Complete all required portions of the online application. It is a good idea to work on your narrative answer drafts separately, then cut and paste into the application when they are complete. Have a parent, guardian and/or teacher proofread your entire application!

5. Follow-up with your teachers, and make sure that they received the recommendation emails and that they submit your completed recommendation by the February 19, 2016 deadline.

6. Make sure you submit your completed application by the February 19, 2016 deadline! Once you have successfully submitted your application you will receive a confirmation page via email. If you do not receive a confirmation page, you have not fully submitted your application.

7. Make sure to submit all the required supplemental application materials (signed confirmation page, $30 application fee, and an official signed and sealed high school transcript) to the COSMOS campus to which you are applying, postmarked no later than February 19, 2016.