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Date: Monday, February 3, 2025 at 11:05 AM

Subject: Toolkit for serving undocumented students

Importance: High

Vice Chancellors:

The new federal administration is swiftly issuing executive orders and agency guidance, including concerning immigration enforcement. Many individuals within the UC system are diligently working to assess how these orders and guidelines will affect the university and our community members.

Attached is an internal UC specific toolkit that contains pertinent information related to immigration and tips for serving undocumented students. Although listed in the toolkit, we call out these important actions to take immediately.

Review relevant university policy, guidance and resources including:

[Frequently Asked Questions for University Employees About Possible Immigration Enforcement on University Property](#)

[Statement of Principles in Support of Undocumented Members of the UC Community](#)

[Policies Applying to the Disclosure of Information From Student Records – PACAOS 130](#)

If UC students need advice about personal immigration issues or enforcement, please refer them to the [UC Immigrant Legal Services Center \(UCIMM\)](#). The UCIMM can provide students and staff and/or their families with specific advice about their circumstances in a privileged environment, and it has relationships with other immigration resources throughout the state.

Please refer periodically to the [UC Undocumented Website](#), where we will list other information or provide updates to any guidance issued thus far.

You can also reach out Associate Vice President Cynthia Davalos for questions or additional information.

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