



What is UC San Diego Division of Extended Studies (DES)?

UC San Diego Division of Extended Studies (DES) is the University of California, San Diego's professional continuing education and public service division. We offer continuing education, certificate, and degree-related programs. DES does not confer academic degrees.

Using your Supplemental Job Displacement Voucher (SJDV) at UCSD Extended Studies

How do I get started?

If you are planning to use your SJDV to take classes at UCSD Extended Studies, please do not enroll in classes until you have completed the intake process with us.

To begin using your SJDV at our institution, please reach out to unex-workerscomp@ucsd.edu and provide us with a signed copy of page 2 of your voucher. Please do not fill in the section titled "Training Provider or School Details."

We will then provide you with a list of questions requesting your Student ID, and confirming if you would like for certificate fees, books, and course materials to be covered by your voucher. We will then independently verify the available funds with your insurance company so we can request an invoice.

How will my voucher funds be applied towards classes?

After verification of your funds, we will provide you with an estimated cost of your program based on the current course and materials fees and ask you to confirm the amount that you would like for us to request through an invoice to your insurance company. Please note that course fees and textbook requirements/fees are subject to change, which may result in an increase or decrease to the actual program cost and amount of funding required.

After mailing the invoicing information, as we wait for the voucher funds to be sent over to our school, you can still request enrollment into courses for your first quarter. If we do not have the funds by the next quarter that you enroll, please note that your future enrollment might be impacted.

When the funds are received by our institution, they will be placed in your student account, and we will handle your enrollment requests directly. We will not charge you upfront for the program. Instead, you would enroll each quarter on a first-come, first-served basis, while space is available.



If I have questions, who should I contact?

Topic	Who to Contact	How to Contact
Questions about using your voucher funds at UC San Diego Extended Studies	An UCSD Extended Studies Student Affairs Advisor*	Unex-Workerscomp@ucsd.edu **
Certificate Program/Course Details, including upcoming schedule of classes and course information	Certificate Program Manager	Contact information provided on certificate program website
Services for students with disabilities at UCSD Extended Studies	UCSD Extended Studies Disability Coordinator	unex-ssd@ucsd.edu
All other questions about your SJDV	Your Claims Adjuster, Your Vocational Rehabilitation Counselor	Contact information provided on your voucher

**Please allow up to 2-3 business days for a response during peak periods.*

***Please direct all workers compensation inquiries to Unex-Workerscomp@ucsd.edu. Questions regarding Workforce Innovation Opportunity Act (WIOA) should go to Unex-workforce@ucsd.edu.*