This Transfer Student Guide was developed by the Transfer, Re-entry and Student Parent Center (TRSP) at the University of California, Berkeley. We are a unit within the Division of Equity & Inclusion. Our mission is to provide support services for transfer students, re-entry students, student parents, veterans, and former foster youth. This guide is intended to answer many of the questions you may have as you begin the transition to UC Berkeley. We have included information to assist you with selecting courses, exploring your housing options, getting involved in student life, academic success strategies, information on career planning, campus resources and more. We look forward to helping you explore the University of California, Berkeley and the many opportunities that exist for you as a Golden Bear.

Transfer, Re-entry, and Student Parent Center Staff

**Eva Rivas**  
TRSP, Executive Director  
erivas@berkeley.edu  
(510) 643-5740

**Ron Williams**  
Program Director, Re-entry and Veterans Student Services  
ronwilliams@berkeley.edu  
(510) 642-7417

**Deborah Lowe Martinez**  
Program Coordinator, Cal Independent Scholars Network  
dlowemartinez@berkeley.edu  
(510) 642-6151

**Lorena Valdez**  
Program Director, Transfer Student Services  
lvaldez@berkeley.edu  
(510) 643 6285

**Alice Jordan**  
Program Director, Student Parent Services  
ajordan@berkeley.edu  
(510) 643-5729

### Become a TRSP fan on FACEBOOK

1. You must have a Facebook account facebook.com  
2. To find us on Facebook, type "Transfer, Re-entry, & Student Parent Center" on the facebook search engine  
3. Select “Join”  
4. Start receiving updates on upcoming workshops, events, scholarships, jobs, internships, and other opportunities

A special thanks to the University Section Club and all the transfer student employees and interns who helped make this guide possible. For questions regarding the Transfer Student Guide please contact Lorena Valdez at lvaldez@berkeley.edu or call (510) 643-6285
UC Berkeley 2011-2012 Academic Calendar

Fall Semester 2011

TeleBEARS Begins: Monday, April 11, 2011
Fee Payment Due: Monday, August 15, 2011

FALL SEMESTER BEGINS
Welcome Activities: Monday, August 22 – Friday, August 26, 2011
Instruction Begins: Thursday, August 18, 2011
Academic and Admin Holiday: Monday, September 05, 2011
Homecoming: Friday, October 14, 2011 – Sunday, October 16, 2011
Academic and Admin Holiday: Friday, November 11, 2011
Classes End: Friday, December 02, 2011
Reading/Review/Recitation Week: Monday, Dec 05, 2011 – Friday, Dec 09, 2011
Last Day of Instruction: Friday, December 9, 2011
Final Examinations: Monday, December 12, 2011 – Friday, December 16, 2011

FALL SEMESTER ENDS
Academic and Admin. Holiday: Friday, December 16, 2011

Spring Semester 2012

Cal Day: To be determined
TeleBEARS Begins: Monday, October 17, 2011

SPRING SEMESTER BEGINS
Fee Payment Due: Sunday, January 15, 2012
Instruction Begins: Monday, January 17, 2012
Academic and Admin. Holiday: Monday, February 20, 2012
Spring Recess: Monday, March 26, 2012 – Friday, March 30, 2012
Academic and Admin. Holiday: Friday, March 30, 2012
Classes End: Friday, April 27, 2012
Reading/Review/Recitation Week: Monday, April 30, 2012 – Friday, May 04, 2012
Last Day of Instruction: Friday, May 04, 2012

SPRING SEMESTER ENDS
Commencement Ceremony: Saturday, May 12, 2012

Sunday, January 10, 2012

Mon, December 26, 2011 – Tue, December 27, 2011
Thurs, December 29, 2011 – Fri, December 30, 2011

Monday, April 11, 2011
Monday, August 15, 2011
Monday, August 22 – Friday, August 26, 2011
Thursday, August 25, 2011
Monday, September 05, 2011
Friday, October 14, 2011 – Sunday, October 16, 2011
Friday, November 11, 2011
Thursday, Nov 24, 2011 – Friday, Nov 25, 2011
Friday, December 02, 2011
Monday, Dec 05, 2011 – Friday, Dec 09, 2011
Friday, December 9, 2011
Monday, December 12, 2011 – Friday, December 16, 2011
Friday, December 16, 2011
Mon, December 26, 2011 – Tue, December 27, 2011
Thurs, December 29, 2011 – Fri, December 30, 2011

To be determined
Monday, October 17, 2011
Sunday, January 15, 2012
Monday, January 16, 2012
Tuesday, January 17, 2012
Monday, February 20, 2012
Monday, March 26, 2012 – Friday, March 30, 2012
Friday, March 30, 2012
Friday, April 27, 2012
Monday, April 30, 2012 – Friday, May 04, 2012
Friday, May 04, 2012
Monday, May 07, 2012 – Friday, May 11, 2012
Friday, May 11, 2012
Saturday, May 12, 2012
Monday, May 28, 2012
Ways to get involved and connect with the TRSP center

Join Us On Facebook (facebook.com)
Become a fan of the Transfer, Re-entry and Student Parent Center on facebook and receive updates on services, events and other opportunities

Enroll In Our courses
Enroll in our 1 unit transition courses designed to help you make a successful transition to the university, increase your knowledge of campus resources and services, and build a network of support. Courses for continuing students focus on preparing for next steps and maximizing your time at Cal: trsp.berkeley.edu

Major Insights
This program connects new transfer students with continuing transfer students in the same major. Learn about courses in your major, how to prepare for midterm exams, and other tips for managing upper division coursework in your major from a student mentor’s perspective. Sign up during the first week of classes by sending your request to trsp-majorinsights@berkeley.edu

Get Involved With Service Learning Internships
Develop leadership, student services experience, advocacy and mentoring skills through our 1-3 unit service learning internship opportunities. For additional information and an application, visit trsp.berkeley.edu

Attend Academic and Enrichment Workshops
Learn about skills for academic survival and resources to help you meet your academic goals. Enrichment workshops introduce you to new ways to develop and expand your interests, skills and experience. Calendars are available by the 3rd week of the semester at TRSP

Check Out The Outstanding Faculty Series
Noon time brown bag discussions with faculty give you a chance to hear about the world of teaching, learning, and research from the perspective of distinguished faculty at Cal. Calendars are available by the 3rd week of the semester at TRSP

Get Involved With These Student Organizations
Develop leadership through community building by joining RTSA (Re-entry, Transfer Student Association), SPARR (Student Parent Association for Recruitment and Retention) and/or Transfer Colectiva, a multicultural student association providing support to transfer students

Discover Scholarships
Learn about scholarship opportunities specifically for transfer students, re-entry students and student parents such as the Osher Re-entry Scholarship Program, Beverly Mullins Memorial Fund and the Judith Stronach Prizes in Poetry and Prose.

5
Fall 2011 Transition Courses
For Newly Admitted
Transfer Students, Re-entry Students, Student Parents and Veterans

Transitioning to Cal: An Introduction to the Research University for Transfer Students

Education 198: One unit pass/not pass
Instructor and Course Coordinator: Lorena Valdez, 510.643.6285 lvaldez@berkeley.edu

This class is designed to help facilitate your transition to Cal by improving your knowledge of the research university and its resources, identifying key academic skills and strategies for upper division coursework and building connections and community. During the semester we will focus on areas that promote academic success such as critical reading, preparing for exams, time management, and academic writing. Students will actively explore campus resources and learn about internships, undergraduate research, study abroad and other enrichment opportunities. Enrollment is limited to 25 students per section.

<table>
<thead>
<tr>
<th>Sec.</th>
<th>TBA</th>
<th>Monday 10-11</th>
<th>100 César Chávez</th>
<th>CCN: TBA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Monday 11 - Noon</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Monday Noon - 1</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Tuesday 10-11</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Tuesday 11-Noon</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
</tbody>
</table>

Adult Learners in Higher Education

Education 198: One unit pass/not pass
Instructor and Course Coordinator: Ron Williams, 510.642.7417 ronwilliams@berkeley.edu

Students participate in this discussion-based forum to address specific issues facing the re-entry adult learner during the transitional first semester at Cal. Course discussions and assignments are designed to refine study skills such as managing the heavy reading load, focusing writing skills for Berkeley standards, and balancing academics with personal and work environments. Due to its adult learning emphasis, this class affords the opportunity to connect with other re-entry learners who deal with concerns that are often different from traditional-aged students. Many re-entry students have said that this course was essential to their success at Cal!

<table>
<thead>
<tr>
<th>Sec.</th>
<th>TBA</th>
<th>Mondays 12 - 1 PM</th>
<th>100 César Chávez</th>
<th>CCN: TBA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Tuesdays 11 - Noon</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
<tr>
<td>Sec.</td>
<td>TBA</td>
<td>Tuesdays 12 - 1 PM</td>
<td>100 César Chávez</td>
<td>CCN: TBA</td>
</tr>
</tbody>
</table>

Once Upon A University: Student Parents in Higher Education

Education 98/198: Two units pass/not pass
Instructor and Course Coordinator: Alice Jordan, 510.643.5729 ajordan@berkeley.edu

The goal of this class is to create a supportive learning community in which to master the unique challenges experienced by parents who are new to Cal and/or new to parenting. The course is designed to provide timely information, an understanding of financial aid resources, academic tips and shared strategies for balancing course load expectations with parenting imperatives. Course content is developed with student input, and includes class presentations, guest speakers, facilitated discussions, creative homework assignments (involving your children!) and hands-on class exercises.

<table>
<thead>
<tr>
<th>Education 98:</th>
<th>Sec. TBA</th>
<th>Friday 11 - 12:30 PM</th>
<th>100 César Chávez</th>
<th>CCN: TBA (for freshmen/sophomores)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education 198:</td>
<td>Sec. TBA</td>
<td>Friday 11 - 12:30 PM</td>
<td>100 César Chávez</td>
<td>CCN: TBA (for juniors/seniors)</td>
</tr>
</tbody>
</table>

Veterans in Higher Education

Education 198: One unit pass/not pass
Instructor and Course Coordinator: Ron Williams, 510.642.7417 ronwilliams@berkeley.edu

This course is designed to acclimate veterans to the opportunities and expectations of student life at UC Berkeley. Learn to maximize benefits and make the best transition to the Cal academic experience. This class affords the opportunity to connect with other new and experienced Cal veterans to gain insights and strategies for working with issues that are often different from the traditional student experience.

| Education 198 | Sec. TBA | Thursdays | Time: 11-Noon | 100 César Chávez | CCN: TBA |

The Transfer, Re-entry, & Student Parent Center: 100 César E. Chávez Student Center / trsp@berkeley.edu / 510.642.4257 / http://trsp.berkeley.edu

Updated May 3, 2011
A Profile of TRANSFER Applicants:
Number of total applicants --- 15,112
Number of total admits --- 3,923
Number of total enrolled --- 2,626

Types of Prior College:
California Community College --- 2,478
CA 4-Year College (Excl UC) --- 12
Out-of-state 2 or 4 year college --- 50
Other UC Campus --- 80
Other --- 6

College:
Natural resources --- 109
Chemistry --- 70
Engineering --- 201
Environmental Design --- 64
Letters & Science --- 2,079
Business Administration --- 103

Average age : 21 years

Top 10 Community College Feeders:
Diablo Valley College
City College of San Francisco
Santa Monica College
De Anza College
Pasadena City College
Berkeley City College
Laney College
Santa Rosa Jr College
Foothill College
Ohlone College

Top 10 MAJORS FOR TRANSFER STUDENTS

English
Political Science
Psychology
Business Administration
Electrical Engineering / and Computer Science
Economics
Sociology
Molecular and Cell Biology
Architecture
Anthropology
Philosophy
Mechanical Engineering

TRSP STAFF

Eva Rivas, TRSP Executive Director, erivas@berkeley.edu, (510) 643-5740

Lorena Valdez, Program Director, Transfer Student Services
lvaldez@berkeley.edu, (510) 643-6285

Ron Williams, Program Director, Re-entry and Veteran Student Services
ronwilliams@berkeley.edu, (510) 642-7417

Alice Jordan, Program Director, Student Parent Services, ajordan@berkeley.edu
(510) 643-5729

Deborah Lowe Martinez, Program Coordinator, Cal Independent Scholars Network
dlowemartinez@berkeley.edu, (510) 642-6151
Know What To Expect: Some of the Differences Between Cal and Community College

1. Navigating a New Campus Culture
   a. Size: 6,651 acres, 6 colleges, 23,000 students
   b. Full time status requirement and requests for exceptions
   c. Living in and around Berkeley
   d. Decentralized campus structure
   e. Residential living vs. commuting

2. Adjusting to Academic Life
   a. An increased academic workload
   b. Rigor of upper division coursework
   c. Making use of office hours with professors and graduate student instructors
   d. Study groups

3. Navigating Course Enrollment Procedures
   a. Telebears on-line enrollment: Phases I, II and adjustment period
   c. Selecting the right courses: college and department resources, the Schedule of Classes and your major advisor
   d. Unit maximums, the pass/ not pass option, priorities for selecting courses
   e. Waitlists and avoiding a drop

4. Important College Policies and Procedures
   a. Requirements for graduation, unit caps, add and drop deadlines
   b. Declaring a major, impacted majors, double majors and minors
   c. Changing class schedule after the deadline requires a “Request for Exceptional Change to Schedule” (College of Letters & Science)

5. Learning Institutional Values
   a. The mission of the research university
   b. Accessing information online
   c. Undergraduate research opportunities
   d. Participation & Engagement
   e. Public service
   f. Student responsibility

6. Balancing Academics With Career and Graduate School Planning
   a. Short time to graduation
   b. Planning for next steps
   c. Building experience and getting involved

7. Navigating Advising Resources
   1. Admissions Advisor (assigned)
   2. Financial Aid Advisor (choices)
   3. Major Advisor (may be assigned)
   4. College Advisor (various choices)
   5. EOP Advisor (various choices)
   6. Student Services (ie: TRSP, various choices)
   7. Career Advisors (various choices)
   8. Peer Advisors (major and college choices)

8. Making the Most of 2.5 years
   education abroad
   undergraduate research, internships
   public service
   student organizations
   student government
   campus activities
   workstudy
   teaching a De-Cal Course
   activism and leadership

Lorena Valdez
5/18/10
Transfer, Re-entry, and Student Parent Center
1. Decide Where You Want To Live and What You Can Afford
By early June (Fall semester) or by October 1st (Spring Semester) you must decide if you want to live in UC Berkeley on campus housing and submit the on-line application on those two deadlines. You must weigh the cost of campus housing against the total cost of attending UC Berkeley in order to determine if this option is financially feasible for you. Your financial aid award may or may not cover the entire cost of housing. The university expects students to budget accordingly. If the first offer the housing office provides is not within your budget, you may request more cost effective alternatives but you should make this request immediately. If you enter into a housing contract and later decide that you cannot afford the cost and wish to cancel, you will face a cancellation fee. Cancellations are based on the Housing Office’s ability to reassign the space to a student on the wait list. Please review the information regarding housing options found on page 25 of this guide. Costs of attending UC Berkeley can be found on the financial aid website: http://students.berkeley.edu/finaid/home/cost.html

2. Submit Transcripts and Other Required Documents by the Deadlines
Carefully review all of the on-line information on MyBerkeley Application. You are responsible for completing and submitting all the necessary forms by the required deadlines. Your admission is conditional until you have successfully satisfied all of the “Conditions for Admission.” Failure to submit the necessary documents such as transcripts, AP scores, and IGETC certification (for those of you fulfilling IGETC) by the required deadlines can put your admission in jeopardy. Similarly, be sure to inform your admissions officer of any changes to your spring class schedule as indicated in MyBerkeley Application. You will find their contact information on the first page of MyBerkeley Application.

3. Attend Cal Student Orientation for Transfer Students (CALSO)
At Calso, you will be given your first opportunity to enroll in classes for the coming semester. Students who do not attend (or cannot) will have to wait until the completion of all summer orientation programs in order to register and may find themselves wait listed for some courses. Although the orientation program for new students is not mandatory, you are strongly encouraged to attend. At orientation students meet with major and college advisors and learn about many campus resources and services. If you do not plan to attend an orientation program, be sure to inform the Calso program so that registration information can be sent to you via e-mail at a later date. http://services.housing.berkeley.edu/NSS/Content/Welcome.html

4. Do Your Homework Before Attending Calso
Much of the information you will need about your major and enrolling in courses can be found on-line. Most colleges and major departments on campus use on-line websites in order to provide information on department courses, policies, and procedures. It’s a good idea to refer to the on-line information provided by your major department and college before attending Calso so that you can prepare questions for your college and major advisors during Calso. Also, if you are in the College of Letters and Science consider completing “Academic Orienteering” a transfer online program designed to assist L&S students with course selection and preparation for Calso.

5. Attend New Student Receptions and Transfer Student Welcome Programs
Plan on attending programs and events for new students. The Transfer, Re-entry and Student Parent Center (that’s us) will host welcome workshops and events for new transfer students including workshops on topics of importance as you get ready to begin your first semester. Page 6 in this guide has the information but also check the Events section of MyBerkeley Application for dates and times.
Planning Your First Semester at Cal

Priorities for Choosing Courses
1. Remaining prerequisites for your major
2. Upper division courses for your major
3. American Culture requirement (if not yet completed)
4. Any breath courses you’ve not completed (IGETC satisfies all)
5. Six (6) upper division units outside your major department
6. Electives, which might include: courses of interest, internships, courses toward a minor

Consult your college advisor to confirm priorities for your class schedule
Here is a great list of student recommended courses:
http://resource.berkeley.edu/r_html/r09_03.html

TeleBears-Online Class Enrollment System
Phase I
In Phase I, undergraduates can enroll in up to 10 units plus one Physical Education activity course (courses numbered 1, 2, 3, 4, or 5) for a total of 10.5 units; Units for waitlisted courses are included in these unit totals. You are free to adjust your schedule as long as you stay within the 10.5/12.5 unit limit.

Phase II
Effective Fall 2009, an undergraduate will not be able to add an additional class if s/he is already enrolled and/or waitlisted in 16 or more units. For example, if you are enrolled and/or waitlisted for 15 units, you would still be allowed to add or waitlist for another class. Both enrolled and waitlisted units are included as part of your unit total. Phase II is your first opportunity to add more classes so that you can attain a full course load (L&S requires a minimum of 13).

The Adjustment Period
You can continue to adjust your schedule via Tele-BEARS during the Adjustment Period, which begins the week before the beginning of instruction. During the Adjustment Period, you can add courses up to the maximum number of units allowed by your college or school. The ending date of the Adjustment Period (i.e., how long Tele-BEARS is available for a particular function) varies according your college. A $10 fee is charged for each class dropped after the second week of instruction. A $5 fee is charged to all students for each class added after the third week of instruction. Note: Students who are not officially registered by the end of the third week of instruction will be charged a $150 late registration fee if they become officially registered afterwards. For more information on when you can access Tele-bears, adjustment periods and other rules and instructions go to:

Information taken from Office of Registrar and College of Letters and Science websites
How to Select Your Courses

Step 1: Visit the Departmental Website for Your Major:
Department websites provide important information on requirements and course selection for the major, contact information on the major advisor, how and when to declare the major, course descriptions, and departmental news and events.

Step 2: Consult Your College Resources
Consult your college for an official college guide publication that will help you navigate requirements, policies, procedures, academic options, declaring a major and more. Some policies and procedures may vary from college to college, so it is important to be familiar with your own college’s policies. You can download the complete Letters and Science guide at: http://ls-advise.berkeley.edu/fp/EYD.pdf

The College of Letters and Science has designed an on-line tool called Academic Orienteering for the College of Letters & Science. http://ls-tools.berkeley.edu/

The College of Engineering provides degree worksheets as a convenient way to track completion of degree requirements. http://www.coe.berkeley.edu/

The College of Environmental Design provides a recommended list of courses for the first semester. http://www.ced.berkeley.edu/

Step 3: Use The Schedule of Classes:
Use the Schedule of Classes (SOC) to review course offerings for each semesters, find the total number of students allowed to enroll in a course, the number of seats already filled and the number of students currently on a wait list to get into the class. The (SOS) Also includes final exam schedules. Only available online: http://schedule.berkeley.edu/

Step 4: Know Your Major Advisor:
Your major advisor specializes in information about the major. Major advisors are important resources for students and can assist with planning class schedules, declaring the major, requirements, policies and procedures, enrichment opportunities and career and/or graduate school planning. It is helpful to have a general understanding and idea of some possible course selections before consulting your advisor. Review the on-line tools and websites for assistance.

Step 5: Review The General Catalog:
The catalog contains information on courses & curricula for each department. It includes major/minor requirements, course descriptions, unit value and more. The catalog is produced every 2 years and can be purchased at the campus bookstore. It is also available online: http://www.berkeley.edu/catalog/
Other Tips to Assist With Academic Planning

☞ Take No More Than 13 units in the first semester: (strongly encouraged). Take no more than the minimum requirement in your college. (In the College of Letters and Science that’s 13). In the first semester many of you will be negotiating the transition to a new college, city, campus, academic and social experience. Taking the minimum units allowable will give you an opportunity to manage the transition and adjustments without the burden of additional units and a heavier workload.

☞ You Can Ask for a Reduced Course Schedule:
In the College of Letters and Science, you can request a reduced course schedule under certain circumstances. Some examples include: paid employment (minimum 15 hours worked per week), a recommendation from the Disabled Student Program, parenthood, extenuating medical or family reasons. For a complete list of the circumstances and procedures for filing, please visit the L&S website: [http://ls-advise.berkeley.edu/faq/enroll13.html](http://ls-advise.berkeley.edu/faq/enroll13.html)

☞ Consider the Pass Not Pass Option:
Some students choose the pass/not pass option when enrolling in electives or other requirements outside the major like American Cultures. This could be a good strategy especially if it allows you to focus more fully on the other core courses you have enrolled in for your major. Keep in mind that some American Cultures courses can also fulfill major requirements in which case you must enroll in the course for a letter grade. However, some students choose to take the American Cultures course or other elective for a letter grade in order to improve their G.P.A. Consider your options carefully before deciding. (Your class schedule must be complete by the 5th week of the semester).

☞ Maximum Allowable Units For Certain Types of Courses:
16 units of special studies courses numbered 98, 99, 197, 198 and 199 (please consult the Earning Your Degree Guide for additional guidelines) [http://ls-advise.berkeley.edu/fp/EYD.pdf](http://ls-advise.berkeley.edu/fp/EYD.pdf)
Consult your specific college regarding requirements.

☞ Avoid Being Dropped From a Class:
Go to the first class meeting of every class you are enrolled in. You can be dropped from the class if you fail to show up on the first day. Also, attend the first discussion section even if it is held before the first lecture. Drop the courses you don’t want by the end of the second week of classes so you can avoid the $10-per-class drop fee.

---

**Additional Resources**

Major Insights: The Transfer, Re-entry, and Student Parent Center at UC Berkeley has designed the Major Insights Program in order to connect new transfer students with continuing transfer students in the same major. Talk to an experienced student about which courses are more difficult than others, what test formats are most common, what skills are needed to succeed and much more. Send your request to trsp-majorinsights@berkeley.edu

Rate my Professors: a non-university affiliated site where students write reviews of professors and rate them based on difficulty, helpfulness, clarity, and overall quality: [www.ratemyprofessors.com](http://www.ratemyprofessors.com)
Keep This in Mind As You Add Courses

Class Entry Codes
Some or all seats in a course can be reserved for Class Entry Codes (CECs). You must first seek approval from the instructor or department offering the course, and, if approved, you will be given a CEC, which must be entered when you add the course. Each CEC is unique and can be used only once; if you drop the course and decide to add it again, you must obtain a new CEC.

Waitlists & How They Work
If you are unable to enroll in a course because it is full, you have the option of placing yourself on the course’s waiting list. Note, however, that although waitlisted students usually receive first priority for enrollment, there is no guarantee that you will be given a space in the course. Your chances of gaining entry into the course if you are on a waiting list depends on a number of factors, such as whether the list is “automatic” or “manual,” your position on the list, the size of the course, and whether enough space becomes available (through drops or an increase in seats). One important strategy is to talk with the professor about your chances of getting added to the class and making yourself known to him/her while keeping other course options open.

Credit Requirements for Graduation in the College of Letters and Science

120 Unit Minimum
You must complete at least 120 semester units to graduate. You may take more than 120 units as long as you graduate in no more than eight semesters (counting all the institutions you have attended). The semester in which you exceed 130 units if your final semester (single major).

60 L&S Units
Of the 120 units it takes to graduate, you must complete at least 60 in L&S courses (courses offered by an approved major program in the College).

36 Upper Division Units (numbered 100-199).

6 Upper Division Units Outside Your Major Department
Of these 36 upper division units, you must complete at least six (6) units from courses offered outside your major department. Courses outside your major department that are cross listed with courses offered by your department may not be used to fulfill this requirement.
FILE A PETITION TO DECLARE A MAJOR
You must file a Petition to Declare a Major, even though you have already indicated your desired major on the application for admission to the University. Indicating a major on your application does not guarantee admission to the major. To enter a major, you must file a Petition to Declare a Major, which is available at the departmental offices. Before filing, inquire how to proceed at the department office of your chosen major as some large departments accept petitions only at certain times during the academic year. Before admitting you to the major, the department will assess whether you have fulfilled the pre-requisites and met the grade-point requirements for the major.

CHANGING MAJORS
Consult an advisor in the College if you are considering a change of major. It may or may not be possible. Some colleges will allow you to change majors only if the change keeps you within the maximum allowable units within the college. A college advisor can help you determine if a change in major is possible. Also, talk to an advisor from the major department you wish to major in to obtain further information and suggestions.

GUIDELINES FOR DOUBLE MAJORS
You may not declare an additional major during the last semester before graduation. To declare a double major, you must submit a Double Major application, signed by each major adviser, to the Office of Undergraduate Advising, 113 Campbell Hall, where it will be reviewed by a College adviser for final approval.
- You must have satisfied departmental criteria for declaring a major and be in good academic standing (2.0 grade-point average or higher).
- You may use no more than two upper division courses to satisfy requirements of both majors.
- A double major will not be approved if you will have completed more than 136 units before your last semester. Therefore, begin to plan to double major at least a year before graduating.

Other Resources

The Career Center
This is an incredible resource for students who wish to explore career options in their major. Use the Career Center’s assessment tools to help you identify your interests and the careers that are possible matches. Career.berkeley.edu

Guidance Library
The Library is part of Counseling and Psychological Services and offers resources that can help you: assess your interests, personality, values and skills, choose a major, explore career options, and research graduate and professional schools. You can make an appointment with a counselor to discuss assessment results and career options. See more at: http://www.uhs.berkeley.edu/Students/Careerlibrary/index.shtml
### Systems

**Telebears:** An interactive computer system that allows you to enroll in classes via the internet: [https://telebears.berkeley.edu/telebears/home](https://telebears.berkeley.edu/telebears/home)

**MyFinAid** View your financial aid award and access other information such as missing documents, how to convert a loan to workstudy, and more [http://students.berkeley.edu/finaid/graduates/view_offer.htm](http://students.berkeley.edu/finaid/graduates/view_offer.htm)

**Bearfacts:** Provides information regarding your registration, grades, financial aid billing, class schedule and more: [http://bearfacts.berkeley.edu](http://bearfacts.berkeley.edu)

**Airbears:** The campus wireless network, allowing members of the campus community and authorized guests to connect to the Internet via a CalNet-authenticated wireless service. [http://cab.berkeley.edu/help/cd-help-mac/AirBears/connect-airbears.html](http://cab.berkeley.edu/help/cd-help-mac/AirBears/connect-airbears.html)

**DARS:** The Degree Audit Reporting System, an on-line system that enables you to monitor your academic progress toward your degree. It provides information on which courses you've taken to meet the requirements, which courses you can take to meet unfulfilled requirements, which courses you will need to take if you change your major, and much more.

**Calmail:** The official Berkeley webmail provided to UC Berkeley students in order to access their Berkeley email account. You will need your CalNet ID and authentication password to log on.

**CalNet Authentication:** Campus wide single sign-on system. Students are asked to provide their user name and password for authentication. You will need authentication to log onto most campus systems including email, telebears, and bearfacts

**Cal 1 Card:** The Cal 1 Card is your official campus ID. You'll typically use your Cal 1 Card several times a day while on campus. For example, you'll need a Cal 1 Card to sign in at the residence halls, ride free on all AC Transit buses, vote in ASUC elections, and access meal plans at the Cal Dining locations. [http://services.housing.berkeley.edu/c1c/static/parentswhat.htm](http://services.housing.berkeley.edu/c1c/static/parentswhat.htm)

### In the Classroom

**GSI:** Graduate Student Instructor (GSI) is enrolled in a graduate program at Cal. GSI's earn a salary by teaching discussion sections and they are typically responsible for grading student work.

**Reader:** Usually a graduate student who is assigned to read midterm or final exams for the course. Some readers are required to post office hours while others are not.

**Course Reader:** This is a collection of essays, articles, or other documents that is compiled in a bound volume(s) and is considered required reading for the course. Most readers can be purchased at local copy centers near and around the campus. The course syllabus usually provides the information about where the reader can be purchased and how much it will cost, if not, check with your instructor.

**B-Space** Online tool that supports classroom activities and promotes interactive learning. Many courses have their own b-Space site where students can download course syllabi, participate in on-line discussion threads, review course material and more [https://bspace.berkeley.edu/](https://bspace.berkeley.edu/)
Looking For 1-3 Unit Classes? Here Are Some Great Options

De-Cal Courses
http://www.decal.org
De-Cal is an organization run for Cal students, by Cal students. Last semester De-Cal offered over 100 courses ranging from 1-4 units. Some examples of course titles include: South Park De-cal, The Simpson’s and Philosophy, Blackjack and Poker, Assyrians: The Forgotten Ones, Stem Cells: Science and Society and many others. This is a great option if you are looking for that 1-2 unit class to complete your class schedule.

Political Science 179 (1 units, P/NP)
Undergraduate Colloquium on Political Science: A lecture series which introduces you to political issues facing the state of California, the United States, or the international community. Class meets one hour a week, and often consists of guest speakers. The speakers bring life into modern issues which brings in much diversity.

Research Opportunities
http://research.berkeley.edu
There are many research programs that give you the opportunity to work with faculty on a research topic or create one of your own. If you’re interested in graduate school or you simply want to further your analytical thinking skills on a topic of importance to you, this may be right for you. URAP (Undergraduate Research Apprentice Program) provides a great opportunity to get started in research by providing a long list of available research projects. Students of all majors are encouraged to apply.

Cal Corps Public Service Center
http://students.berkeley.edu/osl/calcorps.asp
Cal Corp offers a wide variety of internship opportunities available for credit. Some examples include: outreach programs, elementary school tutorial programs, and ASUC Renter’s Legal Assistance. The Cal Corps Public Service Center engages the University and the community in reciprocal partnerships to create educational programs for students, to promote leadership through service, and to foster social justice and civic engagement. Alternative Breaks allow you to take a service trip during your winter or spring break, and get units. Bears United in Literacy Development allows you to be a literacy tutor for elementary age children at local schools throughout the East Bay. Cal in Berkeley Student Internship Program provides an internship in local non-profit or government office to make a direct impact in the City of Berkeley, Berkeley Unified School District, and local community-based organizations while getting units and gaining vital skills for all professions. Social Issues, Social Action program allow you to earn units for a semester-long commitment learning about and working on social issues.
Education 97/197 (1-4 units, P/NP)
http://www.bpef-online.org/volunteers.html

1 unit = 3 hours per week (45 hours total)
2 units = 6 hours per week (90 hours total)
3 units = 9 hours per week (135 hours total)
4 units = 12 hours per week (180 hours total)

Earn units for tutoring in local Berkeley public schools by enrolling in a section (2-8) of Education 97/197. First register at the beginning of fall or spring semesters at Tolman Hall. A one-semester commitment requires: attendance at one Ed 97/197 workshop; at least three hours a week in a classroom; a daily journal; and a short final paper.

Other opportunities to earn credit via Education 197 involves service learning internships. The Transfer, Re-entry, and Student Parent Center sponsors internship opportunities for 1-3 units of credit each semester. For more information and an application visit trsp.berkeley.edu

Engineering 198 Distinguished Innovator Lecture Series (1 units, P/NP)
http://cet.berkeley.edu/speakers.htm

Originally a course designed by the College of Engineering to introduce undergraduate engineers to entrepreneurship via real-life accounts from today’s foremost entrepreneurs, the series is now open to all students and also includes venture capitalists and corporate innovators. The format of the lecture will vary at the option of the speaker. Most speakers prepare about 30 minutes of remarks, followed by 20 minutes of Q & A with the students. Other speakers who prefer not to have prepared remarks will conduct their lectures through an “interview” format with a faculty member.

Stiles Hall
info@stileshall.org
2400 Bancroft Way, Berkeley
Tel: (510) 841-6010

Stiles Hall is a private, nonprofit agency dedicated to serving the broader community while enriching the lives of University of California, Berkeley students. Stiles provides UC Berkeley students with academic credit for tutoring elementary school children in and around the Berkeley area. The agency’s mission is:
• To help low-income, inner city youth to stay in school and succeed.
• To engage University students in meaningful community service.
• To promote lasting interracial understanding, especially among future community leaders.
• To remain a center for real community, hope and democratic values.

Academic credit positions available
**Student Life Advising Services**

As an academic counseling service within the Division of Equity and Inclusion, Student Life Advising Services (SLAS) promotes the philosophy of providing students with guidance and resources to facilitate the attainment of their personal, academic and career goals. Our primary goal is to empower students from culturally diverse backgrounds to achieve academic excellence. Therefore, we make every effort to provide students with the information necessary to develop the skills required to succeed at Berkeley and beyond.

http://diversity.berkeley.edu/

Services are extended to:

- Low income students (Pell Grant eligible as verified by Financial Aid)
- Educational Opportunity Program students (i.e., first generation college and low income students)
- Underrepresented students

**Q:** How do I find out which courses/units transferred from my community college and what college requirements were satisfied?

**A:** The College of Letters and Science will send out a Degree Audit Report identifying the requirements you have satisfied towards the end of your first semester at Berkeley. If you don’t receive it, see an L&S advisor in 113 Campbell Hall.

**Q:** What is the maximum number of transferable units from a community college I can use toward graduation?

**A:** 70 Units. Anything above 70 units will receive subject credit only toward completing degree requirements.

**Q:** How do I find out what major prerequisites and major requirements were satisfied by my transfer courses?

**A:** Ask the major department you are interested in to evaluate courses you have taken at other institutions that might apply toward major requirements. Use the assist.org website to verify which community college courses are UC transferable. Be sure to bring unofficial copies of your transcripts when you visit an advisor.

**Q:** How often should I see a college advisor?

**A:** See a college advisor at least once a semester to verify all completed requirements and ensure your progress towards your degree completion. Avoid any final surprises.

**Q:** Do most junior transfers with IGETC completed declare their majors during the first semester?

**A:** Yes. Because IGETC completes the L&S Breadth Requirements, these students are able to concentrate almost exclusively on two things during their Cal careers: courses for the major and elective courses of special interest.

**Q:** What will happen if I do not declare my major during my first semester?

**A:** Your future registration may be delayed or blocked, and your eventual graduation may be delayed.

For more information go to: http://ls-advise.berkeley.edu/pyyac/transfer/igetc/major.html
Student Learning Center (SLC)
The primary academic support service for students at Berkeley is the SLC. The center helps students navigate the academic terrain, create networks of resources, and achieve academic, personal and professional goals. For more information on these services and others visit slc.berkeley.edu

The Writing Program offers by-appointment and drop-in writing tutoring for students taking 1B level courses and above. For more visit: http://slc.berkeley.edu/writing/

Drop-in Academic Advice offers sit down one-to-one time with a peer who is trained to listen, share experiences and strategies, give advice, and make referrals on a wide array of issues affecting Cal students like you. Get assistance with: time management, procrastination and goal setting, learning and study strategies, health, well-being and balance, personal and social issues.

Individual Appointments are a consultation with one of the Study Strategies Program coordinators to enhance your skills and strategies as well as develop a plan of action to achieve academic and personal goals. Come in to get assistance with: time management, procrastination and goal setting, reading, note taking, writing, and exam prep. Contact Gonzalo Arrizon (imp8@berkeley.edu, 642-1330).

Skills Workshops one-and-a-half-hour, hands-on workshops aimed at enhancing your skills and strategies in a variety of academic areas, including: writing, reading, public speaking, lecture note taking. No sign-up is necessary; just go to the location indicated.

Education 98/198 : Strategies for Success at Cal is a 2 unit seminar assists students in making the transition to Cal by helping them enhance their learning strategies to meet the demands of Cal, sharpen their time management skills, and maintain health, well-being and balance in their lives. Sign up using TeleBears or come to the first class meeting.

Services for Non-Native English Speakers (NNS)
The Student Learning Center offers additional support for NNS writers, including grammar and word choice help, editing practice, and assistance with critical reading. For more information, contact the Writing Program Coordinators, Alberto Ledesma (643-5737) or Carolyn Swalina (643-9908).

The Student Learning Center
is located in the Cesar E. Chavez Student Center
Hours: M-Th 8am-6pm
   F 8am-5pm
Front Desk Phone: 510-642-7332
**Additional Academic Support Programs**

**Academic Achievement Programs (AAP)**
AAP provides advising and academic support for program-eligible, first generation college, low income students.
2515 Channing Way
Berkeley, CA 94720-2410
http://www.aad.berkeley.edu/

**College Writing Program**
The College Writing Program is part of Undergraduate and Interdisciplinary Studies, and serves as a resource on writing and writing instruction. They offer undergraduate and graduate courses, public programs, and resources to promote writing and the teaching of writing across campus.
112 Wheeler Hall #2500
(510) 642-5570
http://www-writing.berkeley.edu/

**Berkeley International Office**
SISS works with international students only after they have been admitted to the university. They can help with immigration matters, financial aid, work permits, advising on personal concerns and other topics of special interest to international students.
2299 Piedmont Avenue
Berkeley, CA 94720-2321
(510) 642-2818
siss@berkeley.edu

**The Academic Centers in the Residence Halls**
The Academic Centers provide writing, math, physics and chemistry tutoring for students living in university housing.
http://academiccenters.berkeley.edu/tutoring/

**Research Advisory Service**
This service is located in the Doe Reference Center on the second floor of Doe Memorial Library. Students can make half-hour appointments for assistance with library research projects in the humanities and social sciences.
http://www.lib.berkeley.edu/doemoff/ras.html

**Student Honor Society**
Some honor societies provide tutoring services. Explore the Engineering Honors Society. Some honor societies have test file databases
http://www.ce.berkeley.edu/~xe/and  Tau Beta Pi http://tbp.berkeley.edu/
The Six Colleges

Hass School of Business:
S450 Student Services Building
http://www.haas.berkeley.edu/
(510) 642-1421

College of Chemistry:
420 Latimer Hall
http://chemistry.berkeley.edu/
(510) 642-5060

College of Engineering:
308 McLaughlin Hall
http://www.coe.berkeley.edu/
(510) 642-7594

College of Environmental Design:
232 Wurster Hall
www.ced.berkeley.edu
(510) 642-0832

College of Letters and Science:
113 Campbell Hall
http://ls-advise.berkeley.edu/
(510) 642-1483

College of Natural Science:
245 Mulford Hall
http://cnr.berkeley.edu
(510) 642-0542

The History: Founded in 1868, during the wake of the gold rush by leaders of the newly established 31st state, the University of California's flagship campus at Berkeley has become one of the preeminent universities in the world. Its early guiding lights, charged with providing education (both "practical" and "classical") for the state's people, gradually established a distinguished faculty (with 20 Nobel laureates to date), a stellar research library, and more than 350 academic programs.

Ludwig's Fountain: A Short-Hair Pointer named Ludwig became Cal's unofficial mascot in 1960. Right after the new Student Union building was completed, he would spend his days hanging around the Dining Commons but then quickly found the fountain near Sproul Hall. He became famous for spending his days playing with students around the fountain and leaving for home promptly at 5:30 pm. He was so popular, in fact, that the Regents named the fountain after him in 1961. But all this lasted only until the fall of 1965, when his owners moved to Alameda.

Big "C": On March 18, 1905, the class of '07 and '08, then Freshmen and Sophomores, joined together to build a "C" in the hills by Berkeley. This was the end of the "Rush"; the Freshmen and Sophomores worked together for the first time, rather than fighting against each other. It was traditionally the sophomore's responsibility to take care of and guard (particularly when Stanford students may try to wreck it before a big game) the "C," and every Charter Day there was a ceremony in which the deed was transferred from one sophomore class to the next; the deed disappeared in the move to Doe Library.

The Campanile: An enduring symbol of UC Berkeley, Sather Tower, known as the Campanile, was completed in 1914 and stands 307 feet tall. An elevator ride to the observation platform at the 200-foot level provides visitors with a spectacular view of the entire Bay Area and of the campus. The Campanile houses a sixty-one bell carillon.

"Oski": At first, Cal students wanted to use a bear cub as their mascot: a real-life bear to cheer on their students during the football games. As the cubs grew, this idea was quickly and wisely abandoned. In 1941, however, a student inspired by William Rockwell '48 came to the game dressed in a padded size 54 yellow sweater, blue pants, oversized shoes, large white gloves, and a paper mache head caricature of a bear. And thus we have the Oski we know and love today.
10 Great Places to Study on Campus

Transfer, Re-entry, and Student Parent Center
Location: 100 Cesar Chavez Student Center
Hours: M-F 9am-5pm
Atmosphere: Students studying, eating lunch, checking e-mail
Noise level: not a quiet study space, noisy especially around lunch time
Comment: You can study and eat here, comfortable couches, study tables, a microwave and coffee for .25 cents

Free Speech Movement Café
Location: Connected to Moffitt Library (next to Doe)
Hours: M-Th 6:30am-2am; F 6:30am-10pm; Sa 9am-10pm; Su 1pm-2am
Atmosphere: Always crowded full of students and faculty
Noise level: High
Comment: Great coffee and meals/snacks, large outdoor area for group study sessions or just to study alone in fresh air; popular place on campus

Doe Library North Reading Room
Location: Second floor of Doe Library (next to Memorial Glade and Moffitt Library)
Hours: M-F 8am-9pm; Sat 9am-5pm; Sun 1pm-9pm
Atmosphere: Very conducive for being productive
Noise level: SILENT; don’t even try to breathe or move your chair
Comment: Great place to get down to bussiness

C. V. Starr East Asian Library
Location: Across from Doe next to Memorial Glade
Hours: M-Th 9am-9pm; Fri 9am-5pm; Sat 10am-5pm; Sun Noon-8pm
Atmosphere: Beautiful new building, relaxing setting, never very crowded
Noise level: Quiet
Comment: Newer building, so it’s less crowded and sooo nice; great place to study and look at really old cool books

Café Milano
Location: On Bancroft right past Telegraph (next to Jamba Juice and Carvel Ice Cream)
Hours: M-Th 7am-12pm; Fri 7am-10pm; Sa/Su 8am-10pm
Atmosphere: Usually crowded and social, but many students studying all the time
Noise level: Loud but still good if need distraction or in a group
Comment: Great coffee and snacks while studying

IGS Library
Location: Moses Hall across from Doe next to Memorial Glade
Hours: Weekdays 9am-5pm
Atmosphere: Small study area that’s never very crowded
Noise level: Quiet
Comment: This is a great unknown place to study!

Arleigh and Ruthy Williams Grove
Location: Behind Stephens hall, in the trees next to the creek
Atmosphere: Outdoors; feel closer to nature 😊
Noise level: Peacefully quiet (unless something’s going on near there)
Comment: There’s a bench and a couple of tables in the area; great place to relax and listen to the sounds around

Memorial Glade
Location: In between Doe Library and the new East Asian Library (C.V. Starr)
Atmosphere: Outdoors; large grassy area great for reading/studying alone or with others; relaxing
Noise level: Quiet unless there’s something going on
Comment: Good for picnics or naps too!

Doe Library Study Rooms
Location: Gardner (Main) Stacks; from main entrance go left through computer room and down stairs (Levels B, C, and D)
Hours: Doe Circulation Desk open M-Sat 9am-8:45pm; Sun 1pm-8:45pm
Atmosphere: Great you get your own room for yourself or your group with large table/chairs and a chalkboard
Noise level: As quiet or loud as you want it to be
Comment: You can rent these rooms for up to 2 hours by checking out a key at the Doe Circulation Desk

Cesar Chavez Student Learning Center/Atrium
Location: Lower Sproul
Hours: M-Th 8am-6pm; Fri 8am-5pm
Atmosphere: Definitely a place just for studying, learning, and getting help; many students, many tables and chairs
Noise level: Dull roar/good for group study sessions, meetings, or students who do well in settings with background noise
Comment: Tutoring available; also study groups, workshops

Developed by Marissa, Fall 2008 Transfer, for the Education 198 Resource Assignment
## Student Services You Should Know About

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfer, Re-entry, and Student Parent Center</strong></td>
<td>advising, transition courses, resource workshops and a community center</td>
<td>100 César Chávez Student Center (510) 642-4257 <a href="http://trsp.berkeley.edu">http://trsp.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Student Life Advising Services/EOP (SLAS)</strong></td>
<td>academic planning/advising for students who are low income or first generation college</td>
<td>119 César Chávez Student Center (510) 642-4257 <a href="http://slas.berkeley.edu">http://slas.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Student Learning Center</strong></td>
<td>tutorials, study groups, drop-in writing and study strategy resources</td>
<td>César Chávez Student Center (510) 642-9494 <a href="http://slc.berkeley.edu">http://slc.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Disabled Students’ Program (DSP)</strong></td>
<td>services, resources and accommodations.</td>
<td>260 César Chávez Student Center (510) 642-0518 <a href="http://dsp.berkeley.edu">http://dsp.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Academic Achievement Programs</strong></td>
<td>services for low-income and first generation transfer students pursuing graduate school</td>
<td>2515 Channing Way Berkeley, CA 94720-2410 (510) 642-7935 <a href="http://www.aad.berkeley.edu">http://www.aad.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>University Health Services</strong></td>
<td>prevention, medical care &amp; attention (Tang Center), 2222 Bancroft Way</td>
<td>(510) 642-7202 <a href="http://uhhs.berkeley.edu">http://uhhs.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>New Student Services</strong></td>
<td>Calso and the campus Resource Guide.</td>
<td>2515 Channing Way (510) 642-4970 <a href="http://students.berkeley.edu/nss/">http://students.berkeley.edu/nss/</a></td>
</tr>
<tr>
<td><strong>Campus Life and Leadership</strong></td>
<td>leadership development, service learning</td>
<td>102 Sproul Hall (510) 642-5171 or (510) 642-6778 <a href="http://students.berkeley.edu/osl/osl.asp">http://students.berkeley.edu/osl/osl.asp</a></td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td>residential living and student services programs</td>
<td>2610 Channing Way (510) 642-2456 <a href="http://www.housing.berkeley.edu/livingatcal/falltransfer.html">http://www.housing.berkeley.edu/livingatcal/falltransfer.html</a></td>
</tr>
<tr>
<td><strong>Financial Aid Office</strong></td>
<td>budget appeals, work-study, electronic fund transfers and more</td>
<td>250 Sproul Hall (510) 642-6442 <a href="http://students.berkeley.edu/finaid/">http://students.berkeley.edu/finaid/</a></td>
</tr>
<tr>
<td><strong>Office of the Registrar</strong></td>
<td>transcripts, residency, grades, diplomas</td>
<td>120 Sproul Hall (510) 642-2261 <a href="http://registrar.berkeley.edu">http://registrar.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Berkeley International Office</strong></td>
<td>advising, work permission, and more</td>
<td>2299 Piedmont Ave (510) 642-2818 <a href="http://www.ias.berkeley.edu/siss">www.ias.berkeley.edu/siss</a></td>
</tr>
<tr>
<td><strong>Career Center</strong></td>
<td>career and professional &amp;/or graduate school planning</td>
<td>2111 Bancroft Way (510) 642-1716 career.berkeley.edu</td>
</tr>
<tr>
<td><strong>Education Abroad Program</strong></td>
<td>study and travel abroad</td>
<td>160 Stephens Hall (510) 642-1356 <a href="http://www.ias.berkeley.edu/bpsa/">www.ias.berkeley.edu/bpsa/</a></td>
</tr>
<tr>
<td><strong>Gender Equity Resource Center</strong></td>
<td>advocacy and support services</td>
<td>202 César Chávez Center (510) 642-4786 <a href="http://students.berkeley.edu/sas/geneq/">http://students.berkeley.edu/sas/geneq/</a></td>
</tr>
<tr>
<td><strong>The Scholarship Connection</strong></td>
<td>scholarship information and database access</td>
<td>301B Campbell Hall <a href="http://scholarships.berkeley.edu">http://scholarships.berkeley.edu</a></td>
</tr>
<tr>
<td><strong>Multicultural Center</strong></td>
<td>promotes community, academic progress and success</td>
<td>Heller Lounge-Martin Luther King Jr. Student Union <a href="http://multicultural.berkeley.edu/multicultural.html">http://multicultural.berkeley.edu/multicultural.html</a></td>
</tr>
</tbody>
</table>
File your FAFSA or FAFSA Renewal every year. **Deadline, March 2.**

You can update/change your addresses on Bear facts. Keep your addresses updated at all times. The Financial Aid and Scholarships Office (FASO) has launched a new online financial aid site for students called MyFinAid.

This site replaces the financial aid web pages that existed in Bear Facts. You will need to log in with your CalNet ID:

**What’s new in MyFinAid:**

- Information is live. Changes made by FASO or by the student are viewable within seconds.
- You can report changes in your budget or enrollment online.
- An online FERPA form allows FASO to speak to persons you have authorized about your financial aid.
- Most forms that are required to complete your file are available for instant downloading.
- Eligible students can convert work-study to loan or loan to work-study online instantly.

**The financial aid on-line Offer Letter allows you to:**

- Access an up-to-date view of your financial aid awards
- View important messages regarding your personal financial aid awards
- Learn if your offer letter is incomplete and what documents you must submit to complete your application
- Accept or decline your awards
- Report additional resources that you expect to receive, such as Scholarships and fellowships; these resources will replace dollar for dollar any work study and subsidized loan(s)
- Make corrections to your enrollment plan and/or expected graduation date
- Check to see if your EFT (**Electronic Fund Transfer**) is active

Sign up for EFT at [http://eftstudent.berkeley.edu](http://eftstudent.berkeley.edu) to expedite refund(s)

**Disbursements:**

- You may expect your refund(s) the week before the first day of instruction, if and only if, your file is complete, you’ve enrolled in 6.5 units, and you have no block(s).
- Administer your refund wisely. You are responsible for the payment on any charges to your CARS account. More aid than expenses = refund. Less aid than expenses = CARS bill.
- You will be notified via e-mail of any changes to your awards. Keep track of these changes in later versions, you will also be able to convert between loan and work study awards.
- Forms related to missing documents and appeals are found at [http://students.berkeley.edu/fao/forms-2006.html](http://students.berkeley.edu/fao/forms-2006.html)
- 87% of students get EFT. Students not on EFT have to stand in long, long lines for their refund check

---

From the UC Berkeley Financial Aid website
Grants
Grants are awarded on the basis of financial need and do not have to be repaid. All grants are awarded based on full-time enrollment and you must meet all criteria for the specific award. You are automatically considered for all grants.

Subsidized vs Unsubsidized Loans:

Subsidized Student Loan
A loan that is subsidized means that the federal government is paying the interest on the loan while the student is enrolled at least half-time. When the loan goes into repayment the student will be charged interest.

Unsubsidized Student Loan
Students or parents who have unsubsidized loans are charged interest on the loan as soon as the loan is disbursed. Although students do not have to make payments while they are enrolled at least half-time in college, interest is being charged on the loan. Parents who are taking out PLUS loan are required to begin making payments on the principle and the interest of the loan after the last disbursement for the academic year. All PLUS loans are unsubsidized.

What is work-study and how does it work?
Work-Study—The Federal Work Study program provides undergraduates with part-time employment during the school year. The federal government pays a portion of the student's salary, making it cheaper for departments and businesses to hire the student. For this reason, work-study students often find it easier to get a part-time job. The subsidy makes you a highly sought-after employee. Eligibility for FWS is based on need. Money earned from a FWS job is not counted as income for the subsequent year's financial aid application. Work Study gives you the opportunity to earn money rather than increase loans. In some instances you may be able to convert loans to work study. Please consult the financial aid website for more information. http://students.berkeley.edu/finaid/home/work.htm

Student Budget Appeal Process
You are allowed to submit a request to increase the size of your standard budget for certain expenses that are above the standard amounts: The cost of your rent and utilities, the cost of your University Residence Hall, the cost of purchasing a computer (but you can only request this once every three years), the cost of uninsured medical, dental, or optical expenses, or child care. The Budget Appeal Form goes into detail into which expenses can be claimed. This form is available on the forms page of the financial aid website. It may take several weeks before it is reviewed. In most cases an approved Budget Appeal will result in additional loan or work-study. To find out more about this process, you should consult a financial aid advisor in 211 Sproul Hall.

Dependent Student ~ Is a student who must provide information about their parents’ income and assets on the FAFSA. Generally speaking, this is a student who is under 24, an undergraduate, is unmarried and has no dependents.

Independent Student ~ An independent student does not need to provide information on their parents. If the independent student is married, she/he must provide financial information on the spouse. An independent student is defined by being one of the following: Being 24 or older, being married, having dependents, being a veteran, a graduate student, or being an orphan or having been a Ward of the Court.

Satisfactory Academic Progress- To remain eligible for financial aid, students must meet satisfactory academic progress requirements. This includes being eligible for a specified number of semesters, earning a minimum number of units each year, and being in good academic standing with the University.
CARS: Campus Accounts Receivables System (CARS)
Most student charges are billed through the Campus Accounts Receivable System (CARS). Items on your CARS account may include registration fees, campus housing and telephone, University Health Services, CalSO, library fines, and other miscellaneous debts. The charges may be due this month or sometime in the future. For example, housing contract charges are assessed in the summer for the following academic year and are due in ten monthly payments beginning in August. Billing statements are produced each month as long as the account has an outstanding balance or if the account had activity during the billing cycle. A courtesy email will be sent to students when a new billing statement is generated. However, students are responsible for keeping their billing account current, whether or not they have received the email notification.

The Emergency Loan Program
The Living Expense Loan is available to students registered in the current semester (those students who are enrolled in units and have paid the minimum required fees). The maximum loan amount is $775. Exceptions require approval from Financial Aid Counseling Staff.

PAYMENT OPTIONS
Registered means paying at least 1/5 or 20% of your semester term registration fee
먼행 Pay online via e-Check. Select CARS e-Bill from bearfacts.berkeley.edu. This online system will process a debit from your checking or savings account. (Allow 0-2 days for processing.)
먼행 Via the One Time Payment option. Select this option from the Resources section at bearfacts.berkeley.edu. No special passwords or accesses required, but you must provide the Student ID number, Student Last Name and the amount you wish to pay.
먼행 If utilizing your bank’s online bill payment service, the payment should be issued to “UC Regents” and indicate our address as University of California, Berkeley Billing and Payment Services140 University Hall, # 1111Berkeley, CA 94720-1111. When referencing an account number, use the UCB ID number. Do not list any other information (such as student name, “UCB”, “SID”, etc.) in the account number field. (Allow 1-10 days for processing.)
먼행 Checks or money orders must be in U.S. dollars drawn on a U.S. bank. Items should be payable to “UC Regents.” Note your UCB ID number on your remittance. Do not place cash in the mail or the drop box.
먼행 Personal checks may be mailed. ~ Other options include: drop box, mailed scholarships, in personal payments and wire transfers
먼행 We do not accept credit cards for payments to CARS.
For more information:
http://studentbilling.berkeley.edu/

Use BearFacts to:
먼행 Access your CARS e-Bill statement.
먼행 Submit electronic payment from a checking or savings account
먼행 See up-to-date CARS account balances
먼행 Confirm receipt of CARS payments
먼행 Review list of refunds and aid disbursed issued through CARS
먼행 Review the status of your financial aid
먼행 Obtain information on financial, academic, or administrative blocks on your registration
먼행 Confirm processing of health insurance waiver or residency status

CARS information on BearFacts is updated nightly.
Finding the Right Housing

University housing is guaranteed to all fall transfer admits, not applying to family housing, who apply by the deadline. You must adhere to all deadlines and a residence hall or apartment offer will be emailed in late June. Spring admits are not guaranteed housing in university sponsored residential living. For more information see: housing.berkeley.edu

Campus Housing designed for transfer students:

1. **Wada Apartments** at the Unit 2 complex houses 175 transfer and upper division students in double and triple single gender occupancy rooms. Innovative educational programming designed to aid academic success is offered. Located at 2650 Haste Street, Berkeley.

2. **Channing Bowditch Apartments** offers upper division undergraduate housing. The building lodges 226 students and 4 student staff in single gender 4 bedroom, 2 bedroom townhouse apartments. Most apartments are 2 bedrooms with double occupancy bedrooms, shared kitchen, bathroom and living room. In-room data lines are available. Meal plan is not included. Located at 2535 Channing Way

4. **Student Family Housing**
   Living in Family Student Housing is the perfect opportunity for students to enjoy all the benefits of an organized, family community. The University of California offers two Family Student Housing sites named University Village and Smyth-Fernwald. Over the years, these sites have become active, supportive communities for registered UC Berkeley students juggling family and educational responsibilities. Located at 2610 Channing Way (510) 642-4109, email: apts@berkeley.edu

Exploring Other Possibilities:

**CASA:** Casa is a multi-ethnic student housing cooperative for 40 students attending UC Berkeley. The mission of Casa is to provide both a great place to live as well as a vibrant community, defined by academic and personal success, leadership development, social justice, and cross-cultural understanding. The Greenlining Institute, a national multi-ethnic public policy organization, operates Casa and connects interested residents with leadership opportunities. Just two blocks from the campus, Casa is much more affordable than some other local options. Applications are accepted on a rolling basis. It is to your advantage to apply as early as possible. For more information, contact Sergio Lara at sergiol@greenlining.org To apply, visit: http://greenlining.org/academy/casa.php

**Cal Rentals**- (fee involved) Cal Rentals is a service offered by Residential and Student Service Programs that assists you with making informed choices about the various housing options available to you. In addition to providing housing counseling, Cal Rentals offers a rental listing service for students who want to live off-campus in Berkeley or one of the surrounding communities. For more information see the web site: http://calrentals.housing.berkeley
Other Housing Options

CO-OPS (USCA) University Students’ Cooperative Association
The University Students’ Cooperative Association is a private, nonprofit housing alternative owned and operated by its student members, not by the University. The Co-op system houses over 1200 students in 20 two-and three-story houses and apartment buildings. The various “personalities” of each Co-op exemplify the diversity of lifestyles at Berkeley. Each house is independently managed by elected house members, and every member contributes work shift time to running the Co-op. For more information please visit the website at: http://www.usca.org/

Application Procedures for CO-OPS:
- You should apply to the Co-ops immediately, without waiting for notification of Berkeley admission, as assignments are made on a first-come, first-served basis. You may apply at any time and must submit a $60 deposit ($35 for Educational Opportunity Program (EOP) students). The $60 consists of a $50 refundable deposit and a $10 non-refundable application fee. If you join the Co-op, the application fee is credited to your membership fee. For an application and more information contact:

Berkeley Student Cooperative
2424 Ridge Road,
Berkeley, CA 94709,
(510) 848-1936,
e-mail: www.BSC.coop

The Convent
This is a student co-op providing housing for 25 re-entry and graduate students. Formerly occupied by nuns, the facility has large communal areas, and all rooms are singles (848-1936). Located at 1601 Allston Way in Berkeley. www.BSC.coop

The Hillegass Parker House
It houses graduate, re-entry students, visiting scholars, and faculty. Students need to verify their eligibility before they can be assigned. The house has 57 single bedrooms. The contract period is for the full academic year (Fall and Spring) with the option to cancel the Spring portion of the contract by November 9 without penalty. The price includes utilities, and full access to a large common kitchen stocked with dishes, utensils, pots, pans, etc...Food is not included in the rent. The work-shift requirement at the House is 2.5 hours per week. Located at 2545 Hillegass in Berkeley. www.BSC.coop

International House
Established in 1930, International House (I-House) is a residence and program center for more than 600 students, primarily at the graduate level. Half of the residents are from the U.S.A. and the other half represent over 60 countries. I-House activities are designed for intercultural exchange through sports, dances, tours, and weekend outings. Please visit our web site at http://ihouse.berkeley.edu
Admissions Office, International House, 2299 Piedmont Avenue, (510) 642-9470
e-mail: ihres@berkeley.edu

Craigslist- San Francisco/Bay Area
Provides local listings for available housing throughout the bay area. A wide range of options including, apartments / housing rooms/shared, sublets / temporary housing. Be aware that this is a public site. Use good judgment when visiting locations and submitting fees.
California Residency for Tuition Purposes:

Establishing California Residency for tuition purposes can be a challenging task at Cal especially as a transfer student. At the community college, the rules for establishing California residency for tuition purposes are different and more relaxed than what they are at UC Berkeley. You might have attended a California Community College as a non-resident for the first year but then achieved residency status the following year, however, when transferring to Cal, you can suddenly be classified as a non-resident for several reasons. If you are classified as a non-resident when you transfer to Cal and want to appeal that decision, consult the residency office, advisors and at the Student Advocate’s office who can help you with your specific case.

Steps of the Appeal process:

- Do your homework: Read and know the laws concerning how Residency for tuition purposes is established. Check out the California Education Codes website for a list of Education codes pertaining to the establishment of residency at University of California.

- Talk to people who have already gone through the process. Again, the TRSP center and the Students Advocate Office can help in this area.

- Gather all the required and supporting documents for your case. This may include statements from your community college, financial receipts, bills, bank statements, etc. If you need supporting statements from individuals, have them notarized to make them official documents.

- Writing the letter of appeal should be done in a professional matter. Make an appendix of all of your supporting documents and refer to them in your letter. State your particular circumstances and situation clearly and substantiate with evidence.

- The Campus Residency Office is located in 36 Sproul Hall. The website provides useful information on the policies governing residency: http://registrar.berkeley.edu/Residency/legalinfo.html

You can also find answers to frequently asked questions like:

What is the Statement of Legal Residence? How long will it take? When is it due? How do I complete the Online SLR? What happens after I complete the Online SLR?

Questions?
Residence Affairs
Office of the Registrar

UC Berkeley, 36 Sproul Hall,
Berkeley, CA 94720-5404

510-642-5990
Counter hours: 10-3, M-F
Public Transportation:
AC Transit

What is AC Transit?
The Alameda-Contra Costa Transit District is a bus line that serves 13 cities and nearby areas in Alameda and Contra Costa counties. There are several AC Transit stops around the UC Berkeley campus that are accessible for riders. (For schedules and maps, look at the AC Transit website below.)

Unlimited Rides with Class Pass
With a Class Pass, Cal students get unlimited rides on the AC Transit. You may pick up your Class Pass at the Cal 1 Card office located in Lower Sproul Plaza. Be sure to bring with you your Cal Photo ID card. You can also get your Class Pass online, through the Class Pass Distribution System website.
Websites: AC Transit: http://www.actransit.org/
Class Pass: http://pt.berkeley.edu/classpass/
Class Pass Distribution System: http://sis.berkeley.edu:7778/classpass/

Shuttle Services
Bear Transit:

What is Bear Transit?
UC Berkeley’s shuttle system free* for everyone including the community!

Night Safety Shuttle:
365 days a year, between 7:30 pm to 2:00am, you can ride the Night Safety Shuttle for free! The shuttle runs from certain stops on campus to BART, Clark Kerr campus and residence halls. (Refer to the Bear Transit website for Night Safety shuttle routes)

To-Your-Door Shuttles stop at selected places and will drop you anywhere within service boundaries. (Refer to the Bear Transit website for To-Your-Door shuttle routes and service area boundaries)

Owl Service (510) 642-6760
The Owl Service runs between 3:00am to 6:00am, and will pick you up and drop off passengers by phone request within their service boundaries. (Refer to the Bear Transit website for service area boundaries)
Website: Bear Transit: http://pt.berkeley.edu/beartransit/

BART:
BART Website: http://www.bart.gov
BART stands for Bay Are Rapid Transit and is a bay area subway system that can take you as far as San Francisco, Fremont, Pittsburg, Pleasanton, and Richmond. For more details on where BART stops, look at their website. Some BART stations have FREE parking! Richmond, El Cerrito Del Norte, El Cerrito Plaza, North Berkeley, Ashby, and Mac Arthur.
Parking for Commuters

For most campus parking areas, you must display a valid parking permit in your vehicle. Exceptions are public parking lots with dispensing machines or parking attendants where hourly rates are available. There is an extensive range of permit types, once you have identified the permit you need, purchases can be made online or at the Parking & Transportation office. http://pt.berkeley.edu/

Student Parking Permits

To qualify for a permit, you must be a currently registered student at UC Berkeley, living outside of a two-mile boundary from campus. Because permit rates vary by time, parking areas, and permit types, access the website to find out which permit you may qualify for.

Parking Permit: http://pt.berkeley.edu/pay/permit/student
Permit Rates: http://pt.berkeley.edu/pay/permit/permitlist

Street Parking (Meters)

Parking on the street and paying by the meter is also an option for drivers. But be aware that space is limited. Give yourself enough time before class to find parking, and be aware that meters range from 30min, 1 hour, 90min, and 2 hour limit.

Residential Parking Permits

The permit must be purchased by a Berkeley resident at Berkeley City Hall.
- Annual Residential Permit: $30
- 1 Day Visitor Permit: $2 (limit 20/year)
- 14 Day Visitor Permit: $20

City of Berkeley Parking info: http://www.ci.berkeley.ca.us/contentdisplay.aspx?id=8246

Public Parking Lots

Sather Gate Garage
2431 Channing Way (2 blocks from campus!)
Mon-Sat 7:00am to 1:00am, Sun 8:00am to 10:00pm

Center Street Parking Lot
2025 Center Street (between Milvia and Shattuck)
Mon-Fri 5:15am to Midnight, Sat 7:00am to Midnight, Sun 12:00 noon to midnight

Berkeley Way (Metered Parking Lot)
Henry (One Block North of University).
112 Duncan Parking Meters that allow for parking of two or four hours.

Oxford Street Lot
Oxford Street (between Allston Way & Kittredge Street) Mon-Sat 8:00am to 12:00am

Just for Commuters:

Join the commuter message board, receive commuter news and announcements, and network with other commuters at Cal: http://commuter.berkeley.edu/
Commuters at Cal facebook group.
http://berkeley.facebook.com/group.php?gid=5808736903
UC Berkeley offers a comprehensive package of alternative programs to encourage the use of alternative transportation to reduce traffic and parking demand and contribute to the protection of the environment. 53% of campus faculty/staff and 92% of students commute by transportation other than a single occupant personal vehicle.

**Storage Lot Parking:**
If you are a Cal Student with a car living in downtown Berkeley, you can park your car three (3) miles from campus, at the Storage Lot Parking for $30.00 per month.
For more information, contact:
University Parking & Transportation Office
2150 Kittredge Street (510) 643-7701

**City Car Share:**
City CarShare, a local non-profit car-sharing membership organization, has been operating on campus for several years. The City CarShare vehicle is located in the Dana/Durant Parking Lot. Members have access to the UC Berkeley campus vehicle, as well as to the complete City CarShare network including Downtown Berkeley pods. For more information visit: http://www.citycarshare.org/
Berkeley/Oakland map: http://www.citycarshare.org/crm/maps/eastbay/33.shtml

**Zipcar** is offering UC Berkeley students, faculty and staff discounted annual memberships. Zipcar offers pickup trucks, convertibles, hybrids, MINIs, BMWs, Volvos, Outbacks, and many more makes and models to fit your mood or needs. Use fees include gas, insurance, a reserved parking spot, free miles and satellite radio. Zipcars live in neighborhoods throughout San Francisco, Berkeley and Oakland. And your membership is universal …use your Zipcard in Boston, New York City, Washington DC, Chicago, Toronto, London and more cities coming soon. Applications are available on-line: http://www.zipcar.com/calstaff

**U-Save, U-Go!** Drive by the hour, save money and the environment. U Car Share has cars parked in many UC Berkeley lots, and even a moving van available near campus. U Car Share cars are a great way to get around, and offer very low, student friendly rates. The Promo code to sign up for free (a $50 value), BERKELEY2009 (this code is case sensitive). No annual fees. For more information visit ucarshare.com.

**Biking to campus:**
Both the City of Berkeley and the University offer an extensive network of bike and pedestrian-friendly routes, and efforts are ongoing to improve access and facilities for cyclists and walkers.

**Campus bicycle information**
http://pt.berkeley.edu/around/bikeBike
routes
http://bicycling.511.org/routes.htmBikes on BART
**Students Advocate Office**
The Student Advocate's Office (SAO) is an executive, non-partisan office of the student government at UC Berkeley that offers representation, help, and advice to any student or student group involved in a dispute with the University. Assistance is provided for a broad variety of problems, including conduct violations, grade disputes, enrollment issues, financial aid problems, establishment of residency, discrimination, and harassment. All assistance is free and confidential. 204 Eshleman Hall, 642-6912
http://advocate.berkeley.edu

**Ombuds for Undergraduate**
The Office of the Ombudsperson for Undergraduates provides informal and impartial conflict resolution services. The Ombudsperson operates as a designated neutral and independent agent of justice in University related matters, including academic as well as administrative concerns. All matters referred to this office are held in strict confidence. The only exceptions, at the sole discretion of the Ombudsperson, are cases where there appears to be imminent threat of serious harm. (appointment; 642-5754)

**Student Legal Services**
The Attorney for Students can advise you regarding your legal rights and obligations if you have a problem with or question about the law. The attorney is available on Mondays, Tuesdays, and Wednesdays, 10am to 4pm, during the fall and spring semesters and on Tuesdays, 10am to 3pm during the summer. You need your current Cal Photo ID for an appointment for free consultation. For an appointment, call (510) 642-5171 or stop by 102 Sproul Hall. If you require legal representation, you will be referred to the appropriate resources.

**Student Judicial Affairs**
**Academic Violations**
Cheating is defined as fraud, deceit, or dishonesty in an academic assignment. Plagiarism is defined as the use of intellectual material produced by another person without acknowledging its source, furnishing false information in the context of an academic assignment, creating an improper academic disadvantage to another student or an improper academic advantage to oneself, interference with courses of instruction, theft or damage of intellectual property, selling or distributing course lecture notes or other materials without the express permission of the instructor. For more information please visit the Office of Student Life: Student Judicial Affairs Address: 326 Sproul Hall, 510.643.9069: Email: osc@berkeley.edu

**Student Responsibility**
The university expects students to assume responsibility for their own progress. You are responsible for the academic policies and procedures and any subsequent deadlines. Stay informed by seeking out information, asking for help, making use of resources and getting connected.
Utilize Your Life and Professional Skills: Overcome the notion that you need to throw out your old approaches and learn “the Berkeley way.” While you will stretch, develop, and increase your abilities here, recognize that your skills are what earned you this opportunity to study at Cal—and that’s not just limited to your academics. You know how to get things done and have a host of additional skills from your professional and life experiences. Those skills are extremely relevant in a place like Cal. Own your place here—you’ve earned it!

If You’re Feeling Obviously Nontraditional or “Other”: It’s normal to feel a little different in the sea of traditional-age Berkeley students, but recognize that you are part of a significant community of students who are 25 and older on this campus. Also note that most professors love having re-entry students in their classes because you take your academics seriously, come prepared, and are completely invested in this experience.

Enhance Your Visibility: Don’t let looking or feeling different cause you to “fly below the radar.” You may feel different and even look different from many traditional Berkeley students, but that doesn’t need to be a negative. Use this opportunity to continue to stand out in positive ways. Be known by your professors, and if you’re changing careers—consider internships. Whatever your age—consider the possibility of graduate studies. Take full advantage of the services and opportunities here and never limit yourself because you think that you might be a little old.

Take a Class Specifically Designed for Adult Re-entry Students: This is an ideal opportunity to build your Berkeley network, and gain insights regarding strategies for making the most out of your time at Cal. Through the class, Adult Learners in Higher Education, students not only serve as a source of mutual support, but also benefit from experienced re-entry students who recently completed their transition to studies at Cal.

Consider Specific Financial Aid Appeals Common to Re-entry Students: Most re-entry students work right up until the time they begin studies at Cal (and some even continue throughout their time at Berkeley). Recognize that your current financial aid offer is based on last year’s tax information, so if you will no longer have that same income, consider a Student Contribution Appeal. A Student Budget Appeal can also help address additional expenses beyond the standard student budget.

Remember Why You Chose to Attend Berkeley: Whether for the academic reputation, or for an opportunity to work with particular professors—remember why you chose Cal. While it can sometimes feel like you’re “behind” as you look at other students, try not to rush your time here to advance to the next level. We never hear re-entry students reflect on their time at Berkeley by saying, “I should have pushed through faster!” but rather many regret not making full use of the resources during their time at Cal. It’s very easy to feel pressured here (even in good ways), but work to make Berkeley your own; don’t let Berkeley own you.

Program Director: Ron Williams
108 César E. Chávez Student Center
tel: 510-642-7417 / e-mail: ronwilliams@berkeley.edu
1. Banish Guilt: Your time at Cal is an investment in your family’s future.

2. Just Say No To Self-Doubt: It's not unusual to feel like an impostor, but there's been no mistake…you are exceptionally capable to have achieved an invitation to attend Cal while raising a family.

3. Plan Your Schedule With Your Children In Mind: You’ve already proved that you’re an overachiever…just by getting here! Cal’s work load takes reading and study time to a whole new level, and you may need to take a reduced course load at some point to create a doable balance between school and parenting. A minimum of eight(8) units is allowable in L&S, and as a Transfer Student you have six (6) semesters of financial aid eligibility, if needed.

4. Take a Student Parent Class: It will provide a support network that you didn't know you needed…. and you may be surprised to find out just how important the support can be.

5. Prioritize: By the day, by the hour. The semester is deadline driven and time is your biggest challenge. Something’s got to give and only you can decide what can wait and what can’t. When you need to put your family first, see if you can be granted an extension on a paper or assignment. It’s okay to ask!

6. Avoid Getting Caught Up In The GPA Game: GPA does not equal self-worth! Just do your best, and learn from the triumphs as well as the disappointments. Plus reduced stress and anxiety translate into enhanced academic achievement.

7. Make Full Use Of Campus Resources and Support Services: You are purchasing student services whether you take advantage of them or not! Places like The Career Center (it’s not just for finding jobs), Research Programs and Internships can make a big difference in your time at Berkeley, but you'll need to be proactive…they don’t come to find you.

8. Take The Time To Understand Financial Aid: Money can be a big source of stress, and you’ll want to maximize the resources you have to support your college education. Make time to apply for scholarships and when you have to borrow remember …you’re a great investment!

9. Decompress: Leave yourself time to just be you; hold on to some things you do just for fun (without class work, or the kids…this time becomes more and more important as the semester progresses).

10. Pace Yourself: when you first get to Cal you may want to get through as fast as possible but pace yourself, you only get to do this once in a lifetime!

Program Director: Alice Jordan
tel:(510) 643-5729
e-mail: ajordan@berkeley.edu
Tips for International Transfer Students

International Transfer Students are a growing and thriving community at Cal. As International students you will benefit from the Cal experience most by developing strong networks and making use of the many resources and services the campus provides. Here are some important tips to help you navigate Cal.

**Build Community and Connection**
The International Students Association at Berkeley (ISAB) is an ASUC sponsored student organization aimed at providing an intellectual and social atmosphere for international, out-of-state and domestic students. ISAB organizes various events such as the International Education Week (IEW), day trips to San Francisco, cultural shows, food festivals, potlucks and international dance parties. In addition to hosting cultural and social events, ISAB provides vital services and resources to international students via our International Student Development (ISD) committee. ISAB also work closely with other student organizations and the Berkeley International Office (BIO). [http://isab.berkeley.edu/](http://isab.berkeley.edu/)

**Scholarship Information**
There are many scholarship opportunities for international students. One important resource is the Scholarship Connection Office. On the Scholarship Connection website you will find useful tips for searching and applying as well as a database of available scholarships for international students. [http://scholarships.berkeley.edu/other.php?option=international](http://scholarships.berkeley.edu/other.php?option=international)

**Get involved with the Transfer, Re-entry and Student Parent Center (TRSP)**
TRSP is your resource for information, advice and guidance. Stop by at any time if you have questions. Enroll in the 1 unit transition course for new transfer students. Check out our special events for international students and learn more about how to get involved with the International Transfer Student Project (ITS). [http://trsp.berkeley.edu/](http://trsp.berkeley.edu/)

**Major Insights**
This program is offered throughout the Transfer, Re-entry and Student Parent Center. It connects new transfer students with continuing transfer students in the same major. Learn about courses in your major, how to prepare for midterm exams, and other tips for managing upper division coursework in your major from a student mentor’s perspective. Sign up during the first week of classes by sending your request to [trsp-majorinsights@berkeley.edu](mailto:trsp-majorinsights@berkeley.edu)

**Berkeley International Office (BIO)**
A fantastic resource for international students, Berkeley’s International Office enhances your academic experience as an international student and scholar. BIO providing the highest levels of knowledge and expertise in advising, immigration services, advocacy, and programming to the UC Berkeley international student community. [http://internationaloffice.berkeley.edu/](http://internationaloffice.berkeley.edu/)
Claim and confirm your VA benefits with the university ASAP
Since UC Berkeley must verify all VA benefits paid to students, reporting and confirming your chapter benefits early is key to receiving prompt payments. Visit Michael Cooper in the Office of the Registrar (120 Sproul Hall) to turn in your DD214 or NOBE (Notice of Basic Eligibility) form. At that time, Michael Cooper will provide you with a “Request for change of Program or place of training form.” Since the office can certify benefits 30 days before the beginning of the semester, plan on completing this process in early July.

Students receiving Chapter 35 Dependent Educational Assistance should visit Michael Cooper in the Office of the Registrar (120 Sproul Hall) to turn in provide the certificate of eligibility including the file number for their veteran parent.

Get to know your Cal veterans advocates throughout campus
Visit the following site to familiarize yourself with the growing list of campus advocates who are ready to assist you with making the most of your Berkeley experience:

http://trsp.berkeley.edu/veterans.htm
Veterans Services - Office of the Registrar / Transfer, Re-entry, and Student Parent Center / New Student Services / Office of Undergraduate Admissions / Financial Aid / Counseling and Psychological Services / Disabled Students' Program / College of Letters and Science Advising / Career Center / Cal Veterans Student Group

Begin or continue the documentation process for any service-connected injury
Sometimes service-connected disabilities are not evident when you are discharged. You should apply for VA Vocational Rehabilitation benefits if:

- You are a veteran or a service member awaiting a disability discharge.
- You have a VA combined service-connected disability rating of 10 percent or more.
- You believe that you are disabled due to your military service and have an application pending for service connection or are filing one with your vocational rehabilitation claim.

Connect with other Cal veterans on campus
Most Cal veterans have studied at another institution before Berkeley, may be older than 25, and may also be parents themselves. To find out more about The Cal Veterans student group, visit Ron Williams in the Transfer, Re-entry, and Student Parent Center (TRSP – 108 César E. Chávez Student Center). Talking to other Berkeley students who are veterans can help you strategize some best approaches for your studies at Cal. Through this group you can get insider information on topics ranging from the best places on campus to study to learning about additional resources and scholarship opportunities.
The Cal Independent Scholars Network (CISN) is dedicated to supporting undergraduate students at the University of California, Berkeley who have recently emancipated from foster care or are orphaned and certified independent as determined by the Financial Aid Office. The primary goal of CISN is to assist students in the program to realize their dream of graduating from Cal. By building community, CISN supports students in their transition into college and pathway through the University.

To ease students’ transition to the University, CISN offers individual mentoring, guidance, and referral to campus resources. CISN monitors students’ academic progress, personal development, and promotes the realization of students’ educational and career goals. CISN collaborates with the Financial Aid Office who identifies students for this program through admissions and self-reported financial aid data. After determining eligibility, students are invited to participate in CISN.

Eligibility Requirements:

Comprehensive CISN services are available to incoming freshmen, transfer students and continuing students at the University of California, Berkeley who meet the following criteria:

- Student emancipated from foster care within five (5) years of admission to the University,

  OR

- Both parents died before student turned 18, student completed high school within (5) years of admission to the University,

  AND

- Student qualifies as “Independent Student Status” under federal financial aid guidelines by the Financial Aid Office.

CISN Services to students who meet eligibility requirements:

- Residence Hall starter kits*
- Books and supplies*
- Supplemental financial aid*
- Assistance with computer needs or problems*
- Assistance with unmet medical, dental and optometric needs*
- Supplemental assistance with meals*
- Finals care package
- Monthly Academic and Enrichment Workshops
- Community building social events
- Mentors

*These services are available subject to funding levels and room in student financial aid packages.

For additional information, please contact:

Deborah Lowe Martinez, J.D.
Program Coordinator
Cal Independent Scholars Network
Transfer, Re-entry & Student Parent Center
109 Cesar Chavez Student Center
Berkeley, CA 94720-4260
TEL: (510) 642-6151
FAX: (510) 643-1963
E-MAIL: dlowemartinez@berkeley.edu