



2021 GRADUATE STUDENT HANDBOOK

The information in this handbook is accurate as of May 2021. Please refer to website links for the most up-to-date information.

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WELCOME TO BERKELEY!

It's my privilege to welcome you to Berkeley, and I look forward to supporting you as you advance through your graduate studies. I speak for the whole of the university when I say, "we are lucky to have you here!"

My focus at Berkeley has been, and will continue to be, supporting each student as a whole person. I see my job as ensuring that you have the support, community, and climate you need in order to thrive during your time at Berkeley, particularly during these uncertain times.



The faculty, staff, and students at UC Berkeley are deeply committed to our public mission and our shared vision that higher education is meant to nurture the next generation of leaders who create the knowledge that will change our world. You are one of those change agents.

While your first point of contact will be your department, my staff and I work very closely with your department's faculty and staff to ensure that resources, funding, and support are distributed and implemented equitably across schools, colleges, and departments. Throughout your graduate career, from admission to degree attainment, the Graduate Division's staff are here to help you in developing your teaching and writing skills, balancing work and well-being, supporting your degree progress and the funding of your academic goals, creating an inclusive community, and exploring your future career path.

Our goal is for you to thrive during your time at Berkeley. Please don't hesitate to reach out to us with any questions or concerns. We look forward to your joining us and to your success at UC Berkeley.

Fiat Lux!

Lisa García Bedolla

Lisa García Bedolla

Vice Provost for Graduate Studies
Dean of the Graduate Division

Berkeley
UNIVERSITY OF CALIFORNIA



Congratulations on Your Admission to UC Berkeley!

To help you get off to a good start, this handbook provides some essential information about life as a new graduate student at Berkeley.

The Graduate Division's **New Graduate Student Orientation (NGSO)** for incoming students will be offered remotely as a weeklong series of workshops from **August 16-20, 2021**. Many of the workshops will be repeated, and some will be recorded and posted for later viewing. New graduate students will receive a series of informational messages throughout the summer that will include a schedule of workshops and events. **Please check with your academic program for information about program-specific orientations.**

ONCE YOU ARE ADMITTED

Accepting Your Offer, SLR, and Onboarding

Please log in to your application status page to accept or decline our offer of admission through the "Reply to Offer of Admission" form. If you accept our offer, we will send you instructions on how to set up your CalCentral account. CalCentral will direct you to the onboarding process for new graduate students.

Onboarding is a communication tool in [UC Berkeley's online portal, CalCentral](#), that provides important information for newly admitted graduate and professional students to orient them to campus and take the necessary steps to prepare for their arrival. Please review the onboarding messages and checklist items under "Tasks" on My Dashboard that you need to complete in order to enroll.

[The Statement of Legal Residence \(SLR\)](#) is one task required of all new students except those admitted to the following programs: the Executive MBA, Evening and Weekend MBA, Flexible Master of Social Welfare (Flex-MSW), Master in Financial Engineering (MFE), Master of Bioprocess Engineering (MBE), Development Engineering (MDevEng), Master of Design (M.Des.), Master of Information and Cyber Security (MICS), Masters of Information and Data Science (MIDS), The online Master of Public Health (OOMPH), Master in Public Affairs (MPA), Molecular Science and Software Engineering (MSSE), Real Estate Development & Design Program (MREDD), and Master of Law.

All incoming students are required to submit an official final transcript, degree diploma, and/or certificate showing degree conferral. The deadline to submit documents to the Graduate Admissions Office is October 1, 2021. An official transcript is one that has been issued by your undergraduate (or graduate) school and is sent directly to Graduate Admissions, 318 Sproul Hall #5900, Berkeley,

CA 94720-5900. If you are a UC Berkeley undergraduate, we do not require official transcripts from you.

If you do not expect to graduate by the date listed on your application, or if you have problems concerning the award of your undergraduate degree, please notify Graduate Admissions by emailing gradadm@berkeley.edu as soon as possible.

If you are completing a graduate degree program, please submit an official transcript showing course work completed and grades earned, as well as the conferral of the degree as soon as it is available. Official documents with evidence of degree conferral must be received by Graduate Admissions before this degree can be added to your Berkeley records.

BEFORE YOU ARRIVE

Fall 2021 Arrival Protocols + Vaccine Information

UC Berkeley will begin in-person instruction at the start of the fall semester, which for most programs will be Aug. 25, 2021. Given that classes will be primarily in-person, students should plan to be present on campus before the semester begins. Exceptions for international student employees with visa-related or travel restrictions, or student employees with medically-documented accommodations, will be considered on an individual basis. Please reach out to your department/hiring unit and/or the [Berkeley International Office](#) to evaluate your options.

The university expects UCOP to pass a policy requiring all students, faculty, and staff to receive a COVID vaccine, with exceptions for religious or medical conditions reviewed on a case-by-case basis.

Students, staff, faculty and academic appointees should make every effort to be fully vaccinated before arriving on campus. If you were vaccinated at a non-UC Berkeley vaccination site, please [upload your vaccination information](#) through University Health Service's [secure eTang portal](#) as soon as you are able. **Visit the Graduate Divisions [return-to-campus webpage](#) for up-to-date information.**

CalCentral Dashboard and SIS

[Student Information Systems \(SIS\)](#) is UC Berkeley's comprehensive student information database, consolidating over 100 information systems into one integrated software solution. The SIS includes all crucial student information: admissions, financial aid, registration, enrollment, course management, advising, billing and payment, records, and more. All students access all of their key information through a single point-of-entry: CalCentral.

[CalCentral](#) simplifies UC Berkeley's online campus experience. This website combines multiple campus systems into one easy-to-use, mobile-friendly place. Check campus email, calendar, academic progress, financial aid, [bCourses](#), and more, anywhere. You will also see notifications and checklist items for any required tasks that you will need to complete, including mandatory sexual violence and sexual harassment prevention trainings and immunization requirements.

Berkeley Graduate Division



If you experience any technical issues in CalCentral, email sishelp@berkeley.edu or contact your department's Graduate Student Affairs Officer.

bConnected

A [bConnected account](#) is your official campus email, calendar, and document-sharing account. All registered students are required to have their own.

Your bConnected account comes with unlimited data storage. Your campus email address — based on your online identity (your CalNet ID followed by @berkeley.edu) — will be used by professors, departments, and University administration to send you important information on registration status, enrollment, financial aid, and class assignments.

After you accept your offer of admission, you can create a **bConnected account** by going to the [bConnected website](#). You are responsible for communications sent to and from your "@berkeley.edu" address and for data stored in your bConnected account.

BECOMING A REGISTERED STUDENT

Becoming a fully registered student involves two steps: **enrolling in classes, paying fees, and ensuring that all active blocks (medical, conduct, financial) are cleared.** Note that you will NOT have any fees assessed to your account until you have enrolled in at least one class.

Enrolling in Classes

While most graduate and professional students will follow the [standard process of enrollment](#) in [CalCentral](#), some may have different enrollment dates and processes. If you are a student attending one of the following graduate and professional programs — School of Law; Haas School of Business MBA, EMBA, EW MBA; School of Optometry OD; School of Information MIDS and MICS; School of Public Health OOMPH; Goldman School of Public Policy MPA; College of Natural Resources; MRED+D — please contact your advisor for more information about class enrollment.

For all others: Enrollment appointments in CalCentral will be available for incoming students starting July 16, 2021. **You MUST enroll early to be eligible for academic appointments, stipends from University fellowships and grants, and access to services and programs.**

For more information, see the [Enrollment FAQ Page](#), or email sishelp@berkeley.edu for technical issues, or your Graduate Advisor for advising help.



Fee Payment Information

Your registration fees are billed through the [Billing and Payment Services Office](#). Registration fees for the academic year can be found on the [Office of the Registrar website](#).

Your first billing statement will be available in early August and must be viewed online through CalCentral. Paper billing statements are not generated; your only notification will be by email. Billing statements are generated once a month; once the billing statement is created, it does not update. Before making a payment, it is important to first view your updated balance by logging into CalCentral. If you are eligible for financial aid, please note that the August billing statement will not show your financial aid payments, including loan disbursements, for the Fall semester. All students are encouraged to set up [direct deposit](#) with the University to avoid the issuance of paper checks.

Payment Options

Students will use CalCentral “My Finances” for billing activities, including viewing new charges, account balances, transaction history, and paying charges. If you wish to grant a trusted individual access to seeing and paying charges on your student account, use the link on My Finances to grant authorization.

Students can pay their student account online by eCheck at no cost, with a credit card for a 2.75% convenience fee, or with foreign currency through a Western Union International Funds Transfer IFT. For more information, visit [Students: Billing](#).

You must pay your registration fees in full or enroll in the [Fee Payment Plan](#) (which has a \$60 non-refundable participation fee). The deadline for new graduate students to select this payment option is late September 2021. To be considered a registered student, at least the first installment of your fees must be paid by August 20, 2021, and you must be enrolled in at least one class. If your fees are not paid on time, any fellowship or stipend payments may be placed on hold, and you may not be able to access campus services such as the library or Recreational Sports Facility or be able to obtain a bus pass.

Recipients of fellowships, stipends, and financial aid are strongly encouraged to sign up for [Direct Deposit](#) to receive their disbursements or refunds via direct deposit to their personal bank account. For students who cannot set up Direct Deposit,

a paper check will be mailed to the local address on file in CalCentral. Make sure your local address is current to avoid delays in payment and problems with returned mail due to an outdated address.

For billing inquiries, contact:

[Cal Student Central](#) (different from CalCentral)

120 Sproul Hall

Check website for in-person hours.

[Phone Contact Hours](#)

[Open a Case Online](#)

FINANCIAL ASSISTANCE

Need-Based Financial Aid

Federal Direct Loans, work-study awards, and California Dream loans are administered by the [Financial Aid and Scholarships Office](#). The programs require a [Free Application for Federal Student Aid \(FAFSA\)](#) or [California Dream Act Application](#) be filed, independent of the fellowship application.

Only U.S. citizens or students with permanent resident status may apply for the federal loans and work-study funds administered by the Financial Aid and Scholarships Office. In most cases, students will be eligible to borrow Federal Direct Loans sufficient to cover their academic year budget (tuition and fees, living expenses, books, etc.), less awards from other sources. Students eligible for an AB540 nonresident supplemental tuition waiver may apply for a California Dream loan administered by the Financial Aid and Scholarships Office. In most cases, students eligible for California Dream Loans will be able to borrow \$4,000 per year up to a maximum of \$20,000. If you have not filed a 2021–22 FAFSA or California Dream Act Application, do so as soon as possible to ensure that you have loan funding available for the 2021–22 academic year.

Please direct questions about student loans and work-study to [Cal Student Central](#). Or you can consult the graduate student section of the Financial Aid and Scholarships Office website.

Emergency Loan Program

[Emergency loans](#) are available for registered graduate students who need temporary assistance for living expenses or who need help to get registered.

Graduate Division Fellowships

The Graduate Division’s Fellowships office administers most university fellowships (e.g., Berkeley, Chancellor’s, DCF) as well as many external multi-year awards (e.g., NSF GRFP). For assistance with fellowship- and fee remission-related issues, it’s best to start with the advising staff in your department or School. If they are unable to assist, they will inquire on your behalf or direct you to Fellowships for assistance:

Graduate Fellowships Office

318 Sproul Hall, Berkeley, CA 94720-5900

Email: gradfell@berkeley.edu

Award offers, from both the Graduate Division and campus departments, will include information on the disbursement schedule and applicable terms and conditions.

Numerous funding opportunities are available to continuing graduate students, from external multi-year fellowships (both federal and private), to dissertation research and write-up fellowships, to grants for conference travel. While departmental advisers are frequently the best source of information on relevant opportunities, the Graduate Division maintains a [listing of available fellowships](#).

Funding for Student Parents and Caregivers

Pregnant and parenting students may also be eligible for additional types of aid, including the Graduate Division Student Parent Grant, childbirth accommodation funding for women doctoral students, and reimbursement for child care expenses. We have additionally launched a new fund for students caring for adult dependents. For more information and to find out what you may be eligible to receive, visit the [Graduate Division's Parent and Caregiver webpage](#).

INTERNATIONAL STUDENT ARRIVALS

For all the information listed in this section, please consult the [Berkeley International Office](#) to confirm accuracy and recommended next steps.

Berkeley International Office (BIO)

BIO provides advising on non-immigrant visa matters, financial, personal, and cultural issues. Information on visas and travel remains unclear and our staff are ready to assist graduate students with understanding their options for remote or in-person learning this fall. **Please visit the office's [COVID-19 Updates and FAQ webpage](#) for the most up-to-date information.** For important information and requirements specific to new international students, visit the [Berkeley International Office website](#).

The Non-Immigrant Information Form (NIF)

All non-immigrant students must complete the online NIF as part of their acceptance of admission. This includes students who intend to hold F-1 or J-1 student status, as well as other non-immigrant classifications such as A-1, E-2, J-2, H-1B/H-4 and L-1/L-2. Find more information on the [BIO website](#).

Before you can access the online NIF, you must first submit your Statement of Intent to Register (SIR) to the University. It may take up to 48 hours for the system to update before you can access it in CalCentral. If it has been more than 48 hours and your NIF checklist item hasn't appeared in CalCentral, email SIShelp@berkeley.edu.

Certificate of Eligibility Form I-20 (F-1) or DS-2019 (J-1)

BIO I-20 and DS-2019 documents needed for all new and continuing international students to obtain an F-1 or J-1 student visa.

To obtain your I-20 or DS-2019, access the online NIF from your CalCentral. Your I-20 or DS-2019 will be mailed within 10 – 15 business days from the time a complete NIF application is received.

Please visit the Berkeley International Office's [COVID-19 Updates and FAQ webpage](#) for the most up-to-date information.

Applying for a Student Visa

A visa is required to enter the U.S. for anyone who does not have legal U.S. permanent resident status or citizenship (with the exception of Canadian nationals who may enter the U.S. with their I-20 or DS-2019 and passport). Allow for sufficient time in your planning to apply for your visa. Start by checking the U.S. embassy or consulate website in your area to get instructions, make an interview appointment, and find out about visa appointment and processing wait times. U.S. embassy and consulate information is available on the [U.S. Embassy website](#).

Complete the iStart 101 Course for International Graduate Students

All international graduate students must complete the online pre-arrival orientation course entitled [iStart 101](#) before classes commence. If you have problems accepting the email invitation or accessing the bCourses site, contact internationaloffice@berkeley.edu.

Making Travel Arrangements

International students are asked to follow the guidance of the Berkeley International Office before arranging or changing travel plans for the fall semester. Information on visas and travel remains unclear and our staff are ready to assist graduate students with understanding their options for remote or in-person learning this fall. **Please visit the office's [COVID-19 Updates and FAQ webpage](#) for the most up-to-date information. You may also talk to a BIO adviser during [drop-in advising hours](#) or email internationaloffice@berkeley.edu.** If you are transferring your SEVIS immigration record from another U.S. school, please see the [BIO website](#) for more information regarding travel.

Mandatory Online Arrival Notification

All New, Transfer, EAP, and Returning (withdrawn for one semester or more) F-1/J-1 international students are required to complete an online document check to confirm their arrival in the U.S. so that BIO can activate their F-1 or J-1 immigration records. After your arrival in the U.S., complete the following tasks in your CalCentral account:

- ◆ Arrival Confirmation form
- ◆ U.S. Address & Phone Reporting

Students who do not have these tasks should contact Berkeley International Office. You can visit the [Arrival Confirmation page](#) for additional information.

International Student Orientation Programs

BIO hosts orientation programs and social events specifically for international students new to the U.S. and Berkeley. All international students are invited to attend. The schedule for the orientation program is posted on the [BIO orientation webpage](#).

Berkeley International Office

2150 Shattuck Avenue Suite 500
Berkeley, CA 94704

Email: internationaloffice@berkeley.edu

Advising Hours: [Remote Drop-in Advising](#)



TEACHING AND RESEARCH ASSISTANTSHIPS

Many graduate students are offered academic appointments, such as **Graduate Student Instructor** (synonymous with “teaching assistant”), Tutor, or Reader. These titles are **Academic Student Employees (ASE)** and are regulated by a union contract. The contract is available [online](#). Teaching preparation requirements for GSIs also apply and are laid out in the [Graduate Council Policy on Appointments and Mentoring of GSIs](#). Students also may be offered an appointment as a Graduate Student Researcher.

A **Graduate Student Instructor (GSI)** serves as a teaching apprentice under the supervision of the instructor in charge of the course. GSI duties may include lesson planning and lab preparation, teaching sections or labs, office and email consultation, and grading exams and papers.

A **Graduate Student Researcher (GSR)** performs research work broadly related to his or her degree program under the direction of a faculty member or principal investigator.

In addition to postings available in your home department, you may search for open positions on the Graduate Division’s [GSI/ GSR postings webpage](#).

All graduate students are restricted to working no more than half-time, regardless of the position they hold. For example, a GSI typically works 16 to 20 hours per week, on average. Many departments appoint graduate students for less than half-time. Academic appointments have minimum academic requirements, such as GPA, and students must meet registration and other requirements. Some positions may be eligible for fee remissions in addition to salary.

Before you begin any work, you should first meet with the personnel assistant in your hiring department to complete all the necessary paperwork and ensure that you understand what your position will entail and what to expect in terms of salary and fee remissions. For GSI appointments, the hiring

department is required to send you an official appointment letter and any requisite supplemental information.

For GSR appointments, you should receive your signed copy of the **GSR Appointment Form** from your department outlining the details of your GSR appointment.

Your appointment is not final until you have accepted the job offer in writing. Ask about University deadlines, and make sure that you have met all the requirements for your position. For more information, please read the following webpages:

- ◆ Graduate Division’s [Graduate Student Academic Appointments page](#) has comprehensive information on appointment types and levels, hiring requirements, compensation, fee remissions, tips for finding a position, and policies for academic appointments.
- ◆ [Fee Remission Program webpage](#) explains the fee remission program and is updated every semester.

[The GSI Teaching and Resource Center](#), an academic unit in the Graduate Division, has been recognized as “a model for TA development programs everywhere” (WASC Educational Effectiveness Visiting Team Report). The Center prepares GSIs for the teaching they will do at Berkeley and in future careers. The Center’s website provides useful information and resources that can greatly assist you in your teaching.

The GSI Teaching and Research Center also assists students who do not speak English as a native language. Students who do not speak English as a native language and who do not hold a Bachelor’s degree from a U.S. institution must demonstrate oral English proficiency to be appointed as a GSI.

English language proficiency for teaching is determined by the speaking section score of the iBT TOEFL or the IELTS taken prior to arrival in Berkeley or by the Oral Proficiency Test (OPT) offered on the Berkeley campus. Information on passing scores, testing options, and language courses can be found on the [GSI Teaching and Resource Center’s Language Proficiency web pages](#).

FIND HOUSING

UC Berkeley graduate student housing options are outlined below, or learn more on the [Housing website](#). Whether you live on or off campus, the University offers semester-long meal plans for graduate students that make it easy to find a plan that fits your life and budget. Learn more about [Graduate Student Meal Plans](#) through Cal Dining.

SUMMER TRANSITION HOUSING

The Berkeley Housing office offers [summer transitional housing](#), short-term temporary housing contracts for newly admitted graduate and undergraduate students, postdocs, and visiting scholars. Stay in a fully-furnished apartment while looking for permanent housing for the fall.

UNIVERSITY-OWNED-AND-OPERATED HOUSING

For monthly rates and to submit an online application, visit the [Housing website](#).

Ida Louise Jackson Graduate House

[Ida Louise Jackson Graduate House](#), located one block from the campus. The complex offers space for 120 graduate students in two-, three-, four-, five-, and six-bedroom shared apartments. Utilities are included. A twelve-month lease is required. Students with specific fellowships receive priority.

Manville Apartments

[The Manville Apartments](#) is a secured complex of studio apartments reserved for law and graduate students. Located three blocks from the southwestern corner of campus. Manville Apartments are within walking distance of downtown Berkeley, near shops, banks, movie theaters, restaurants, and public transportation.

Panoramic Berkeley

[Panoramic Berkeley apartments](#), located on the South side of campus on Telegraph Avenue, is a new building. It is located five blocks, or a six-minute walk, to campus and features single-occupancy bedrooms in shared apartments with three, four and five bedrooms. The building has individually controlled heat and ventilation along with a roof-top deck and central courtyard.



Enclave Apartments

[The Enclave Apartments](#), which opened in 2020, provide an exciting new independent living option. Located on the corner of Telegraph and Haste Avenues, the Enclave building is situated amidst vibrant restaurants, cafes, shops and bookstores. Only three blocks from campus, the building includes unique features including a Moorish Castle design with an upper and lower terrace. Students can choose from a variety of single and double rooms in shared apartments.

Intersection Apartments

Intersection, projected to open in Summer 2021, is located in Emeryville. Emeryville has a combination of business, shopping and entertainment. It is home to Pixar Animations Studios and Peet's Coffee & Tea along with other well-known tech and software companies. This donor-funded building is anticipated

to offer 145 graduate students with a variety of apartment types and amenities. Visit [Cal Housing](#) for more information.

Family Student Housing

Family Student Housing, called [University Village](#) offers unfurnished apartments for married/partnered students, with or without children, and single parents. The community is located about three miles northwest of campus in the nearby town of Albany, known for its excellent school district. Amenities include data lines for internet access, window coverings, tiled kitchen counters, storage closet, a balcony or patio (patios are toddler-friendly with fencing and a gate), and a parking space.

University Village has its own recreational and community center, a café, laundry rooms, a child care center, and is served by AC Transit and the local bus system; registered students with an EasyPass can ride for free. For more information, email apts@berkeley.edu, or call (510) 642-4109.

ALTERNATIVE AND OFF-CAMPUS HOUSING

The Berkeley Student Cooperative

[The Berkeley Student Cooperative](#), known as co-ops, include buildings that offer various accommodations, including rooms, houses, and shared apartments for single students in single or double occupancy rooms.

International House

[International House](#), located at the eastern edge of the campus, provides room and board accommodations, and features an exciting array of intercultural activities and programs for students and scholars from the United States and dozens of other countries.

Off-Campus Rental Housing

Many graduate students reside in rental housing in Berkeley or nearby communities and find their housing through the [Cal Rentals website](#), a rental listing service that's free for currently registered and newly admitted students. Listings feature photos and maps links, as well as information to help students expedite their search. Rentals advertised include shared apartments and houses, rooms in private rooming houses and private homes, apartments and houses in the community, and work exchanges. Work Exchanges are another option for budget-conscious students. Sometimes a homeowner will seek a student to perform a job (babysitting, gardening, or managing the property) in exchange for a room or an apartment. Expect to work approximately 15 hours per week for a rent-free room.

Unlike University housing, off-campus rentals do not usually include utilities, cable TV, or internet access. Typically you will be required to pay the first month's rent and a security deposit in advance.

Other Housing Resources

[The Graduate Assembly](#) has compiled an informative web page: [GA's Housing Guide: Best Practices for Finding Housing](#).

[Berkeley International Office](#) has a helpful webinar, links to Facebook groups and other resources. The Graduate Division also offers helpful [Housing Resources](#), which include options for private rooming and co-living spaces and property management companies in the area.



GET SETTLED

Arrival Protocols

UC Berkeley will begin in-person instruction at the start of the fall semester, which for most programs, will be Aug. 25, 2021. Given that classes will be primarily in-person, students should plan to be present on campus before the semester begins. Exceptions for international student employees with visa-related or travel restrictions, or student employees with medically-documented accommodations, will be considered on an individual basis. Please reach out to your department/hiring unit and/or the [Berkeley International Office](#) to evaluate your options.

The university expects UCOP to pass a policy requiring all students, faculty, and staff to receive a COVID vaccine, with exceptions for religious or medical conditions reviewed on a case-by-case basis.

Students, staff, faculty and academic appointees should make every effort to be fully vaccinated before arriving on campus. If you were vaccinated at a non-UC Berkeley vaccination site, please [upload your vaccination information](#) through University Health Service's [secure eTang portal](#) as soon as you are able.

Residency

Students are classified as residents or nonresidents after completing the [Statement of Legal Residence](#) shortly after being admitted to the University. Graduate students (U.S. citizens, permanent residents, and some eligible non-immigrants) who enter UC Berkeley as nonresidents and who establish residency for the required year may be classified as residents for tuition purposes within one year after their arrival. These students then receive the benefit of paying at the lower resident rate.

The classification process is not automatic. Continuing nonresident students who have made California their permanent

home and believe that they are eligible for resident status must submit an online residency classification petition. **In light of the COVID-19 pandemic, the UC Provost has made [certain amendments](#) to UC residency requirements.**

Supporting documentation can be uploaded to [CalCentral](#) prior to established deadlines. Even though few nonresident students submit a petition to change their residency status until the end of their first academic year at Berkeley, you must start the process of fulfilling the residency requirements as soon as you arrive. This includes documenting when you arrived, that your year of physical presence in this state is coupled with your intent to make California your home, and that you are financially independent.

What Should You Do Once You Arrive in California?

Please review [Residency Requirements: Graduate Students](#). Residency generally requires continuous physical presence in California. **In light of the COVID-19 pandemic, the UC Provost has made [certain amendments](#) to UC residency requirements.**

If you remain in the state during non-academic periods this will count towards your physical presence requirement. You will be required to document that you were physically present in California for all of the three months during the summer previous to the term for which you are petitioning for residency. For the full text of the campus residency policy, what students should do once they arrive, and applicable deadlines, see [Residency \(for tuition purposes\)](#). For residency questions, contact the [Residence Affairs unit](#).

This summary is not a complete explanation of the policies regarding residency. Changes may be made in the residence requirements between the publication date of this guide and the relevant residence determination date.

Note: International students with F-1 or J-1 visas / non-immigrant status are not eligible to establish residency.

Cal 1 Card – Your Photo ID and Much More

The Cal 1 Card is the official campus photo ID and passport to accessing various campus services, facilities, and events. It is also linked to a declining balance stored value debit account in which you may deposit funds and then use them to pay for goods and services at multiple [campus dining facilities](#) and other [merchant locations](#).

Successful issuance of a Cal 1 Card will require the following actions:

1. Submit a compliant photo with a plain white background online: [login to your Cal 1 Card account](#), select the “Upload Photo” menu option, review the photo submission requirements, and upload a compliant photo. Enhanced photos (e.g. photoshop, filters, etc.) will be rejected.
2. Present an original valid government-issued photo ID (e.g. driver license, state ID, passport) in person at your designated card issuance location (e.g. graduate program onboarding event, Cal 1 Card office, etc.).

The AC Transit EasyPass Clipper Card is a separate card allowing you access to Class Pass unlimited ridership privileges on AC Transit bus lines. Eligible students will receive the EasyPass Clipper Card in conjunction with Cal 1 Card issuance. Accepting custody of the AC Transit EasyPass Clipper Card constitutes acceptance of the corresponding [Clipper Cardholder Agreement and Privacy Policy](#) stipulations.

Questions may be sent via email to cal1card@berkeley.edu.

Student Records and Privacy

As a student, you will have a variety of records maintained by the University of California. Disclosure of information contained in these records is governed by state and federal law and by campus policy. When releasing public directory information, the Graduate Division adheres to the [Policy Governing Disclosure of Information From Student Records](#). Directory information will be released on request unless the student has indicated in [CalCentral](#) preference that the record be kept confidential. The Graduate Division also confirms honors and awards received by registered students for purposes of funder verification following the guidelines above. Academic appointments are considered employment data and are verified by the [Human Resources Office](#).

ACADEMICS AND RESEARCH

ACADEMIC ADVISING

The **Graduate Student Affairs Officer (GSAO)** in your department will tell you which faculty member has been assigned as your Graduate Advisor to help you understand course requirements and to plan a program of study. Eventually, you will need to designate a faculty member to serve as your major advisor and to direct your thesis or dissertation. This professor will act as your personal mentor during your graduate career and will introduce you to the academic world of your discipline.

All graduate students are required to maintain a minimum grade-point average of 3.0 (B) in all upper division and graduate course work. Check with your Graduate Advisor for the requirements in your department, as some departments may have higher standards for their students.

INTELLECTUAL PROPERTY

Research Policies

The conduct of research at the University of California, Berkeley is governed by the rules and policies of several jurisdictions: the federal and state governments, the UC Office of the President, the Academic Senates of both the University of California system and the Berkeley campus, as well as the administration of UC Berkeley. The [links listed here](#) provide information on relevant rules, regulations, and policies.

Intellectual Property

The aim of UC Berkeley policies on the protection of intellectual property rights is to make research available to others for the public benefit, while providing recognition to individual researchers and inventors and encouraging the prompt and open dissemination of research results.

The UC Berkeley Office of Technology Licensing (OTL)

works with campus inventors to facilitate transfers of technologies created at UC Berkeley to the commercial sector for public use and benefit. OTL has a peer division, the Industry Alliances Office (IAO), which enables innovative research relationships by negotiating research contracts between Berkeley employees and private industry.

Publications

Due to the variability and ambiguity in practices among different fields regarding faculty-student authorship of published work, the Graduate Council of the Academic Senate has mandated a set of processes within each department to clarify expectations concerning authorship. Guidelines, as well as an appeals process, are set at the faculty-student level and the department level. For more information, see the [policy on fairness of authorship credit](#).





PROFESSIONAL DEVELOPMENT

Graduate Professional Development (GradPro) supports graduate students in developing professional skills and pursuing diverse career opportunities within and beyond the academy.

GradPro provides direct student services, such as individual consultations and goal-setting groups. In addition, GradPro serves as a central hub where students can find information about the extensive academic, professional, and career development programming offered by a wide range of campus units. The **Graduate Professional Development Center, located in 309 Sproul Hall**, provides a space for professional development events and workshops for graduate students. **Most GradPro services are taking place fully remotely.**

Through its Professional Development Liaison internship program, GradPro also assists departments and faculty in developing professional development programming such as alumni panels, workshops, courses, and LinkedIn groups.

Resources on the [GradPro website](#) include: a comprehensive calendar of campus professional development events; information about the many online tools to which Berkeley students have free access; and an [online Professional Development Guide](#) specifically for Berkeley graduate students, which offers detailed information about how to develop academic and professional skills. GradPro also sends out a bimonthly Professional Development Digest, which informs students about upcoming events.

For more information, visit the [GradPro website](#) or email gradpro@berkeley.edu.

The Graduate Writing Center

The [Graduate Writing Center](#) assists graduate students in the development of academic and professional skills necessary to successfully complete their graduate programs and prepare for future faculty and professional positions. This center offers individual consultations with Graduate Writing Consultants, workshops on topics such as academic writing, grant writing, dissertation writing, editing, and preparing articles for publication, in addition to writing groups, writing boot camps, one-on-one writing consultations, and a graduate-level course on academic writing (GSPDP 320) that is offered every spring semester.

In conjunction with the GSI Teaching and Resource Center, the Graduate Writing Center also sponsors the [Summer Institute for Preparing Future Faculty](#). Graduate Writing Center workshops are announced through departments, *GradNews*, and the GradPro Digest. For more information, email gradwriting@berkeley.edu.

GSI Teaching and Resource Center

The Graduate Division's [GSI Teaching and Resource Center](#) provides teaching support for new and continuing Graduate Student Instructors (GSIs) and prepares graduate students for the teaching they may do in future academic and nonacademic careers. The Center provides teaching conferences, workshops, course improvement grants, teaching awards, consultations, and a Certificate in Teaching and Learning in Higher Education. The Center's Language Proficiency Program administers OPT (Oral Proficiency Test) exams for prospective GSIs who do not speak English as a native language. The Center also assists departments and faculty in their role of preparing GSIs for teaching through grants, web-based materials, and an annual seminar for faculty on mentoring GSIs in teaching.

[The Center's Language Proficiency Program](#) administers **OPT (Oral Proficiency Test) exams** for prospective GSIs who do not speak English as a native language. The Center also assists departments and faculty in their role of preparing GSIs for teaching through grants, web-based materials, and an annual seminar for faculty on mentoring GSIs in teaching.

In conjunction with the Graduate Writing Center, the GSI Teaching and Resource Center offers a graduate-level course on mentoring (GSPDP 301) every spring semester. The Center's website includes an [Online Teaching Guide](#) and a rich array of materials to assist GSIs. For more information, email gsi@berkeley.edu.

Career Center

[The Career Center](#) offers services for graduate students including confidential appointments with Ph.D. career counselors, C.V. and résumé assistance, and career development workshops on topics such as interview skills, career exploration, negotiation strategies, and job searching within and beyond academia. The Center also offers a Master's/Ph.D. Career Fair, employer information sessions, networking events, and a Ph.D. Career Colloquium.

TECHNOLOGY RESOURCES

UC Berkeley Students have access to a wealth of technology resources to support collaboration, learning, and research on campus and beyond.

Student Technology Services (STS)

STS provides free, drop-in and remote tech support to all students at UC Berkeley, paid for by your Student Tech Fee each semester. As graduate students, we encourage you to utilize these services for your personal needs and in conjunction with any courses you may be teaching. We can assist with:

- Resolving Wi-Fi problems and getting online.
- Installing and optimizing free campus software (e.g. Adobe, Microsoft, Zoom, etc.).
- Troubleshooting device issues like blue screens, slow performance, or data recovery.
- Setting up CalNet 2-Step, removing malware, and ensuring security.

Locating campus resources for printing, laptop lending, creative labs, and much more.

Phone and email services are available from 9 a.m. - 5 p.m., Monday through Friday; in-person locations have extended hours beyond these. Visit studenttech.berkeley.edu/techsupport for locations and contact info.

Educational Technology Services (ETS)

ETS provides audiovisual, computer projection, and podcast technology for classrooms, along with training and support of technologies to enrich teaching and learning experiences. Learn more on the [ETS website](#) including locations, hours, and technical service specifics.

bCourses

[bCourses](#) is Berkeley's Learning Management System (LMS) powered by Canvas. It is an online system specifically designed for the delivery and communications of course content, online engagement between students and instructors, and the management of student work in support of face-to-face and hybrid classes.

Software @ Berkeley

[Software @ Berkeley](#) offers no- or low-cost downloads of campus site-licensed software, including Windows, Microsoft Office Suite, Adobe Creative Suite, and integrated firewall/antivirus programs. Cloud services for online storage and collaboration — Google Drive, Meet, Chat — are available at no cost to the campus community. You will need a CalNet ID and passphrase to download/access these services. See [bConnected](#) for service access information.

Campus WiFi Choices

[Eduroam](#) is the primary Wi-Fi service for access to the campus network. It provides access to all students, faculty, and staff. Short term visitors and guests may use CalVisitor, an open Wi-Fi network that requires no password. If you are a longer term

visitor, you can obtain a [CalNet Guest Account](#) which will allow you to use Eduroam.

Berkeley Security Policies

Policies such as [data security and copyright](#) govern the broad range of electronic activities that you may engage in as a student. Find more information about specific regulations and topics including [Phishing](#). Report a security incident via email to security@berkeley.edu or by phone: (510) 664-9000 (options 1, 1, 3).

Academic Innovation Studio (AIS)

AIS brings together faculty, researchers, graduate students, and service providers to inspire and support experimentation, connect people, and share ideas. Located in Dwinelle Hall visit the [AIS website to](#) learn more about their services and ongoing events.

Research IT (RIT)

[Research IT](#) provides research computing and data technologies and consulting, and facilitates collaborative communities of research support for the Berkeley campus. Our fundamental goal is to advance campus faculty and students research by providing the best IT tools and expertise as inexpensively as possible.





HEALTH, WELLNESS, AND MENTAL HEALTH SERVICES

recalibrate.berkeley.edu

Wellness is personal, multi-dimensional, and our needs are frequently changing. This website was developed with unique communities in mind and offers tools that will help you identify your own system of wellness on campus.

University Health Services (UHS) at the Tang Center is a comprehensive health center, complete with medical, mental health, wellness, and insurance programs all within blocks of campus. Services provided include primary, urgent, and specialty medical care; pharmacy, laboratory, and radiology services; physical therapy; counseling and psychological services, including a career counseling library; health promotion services; and [eTang online student portal](#).

In light of the COVID-19 pandemic, many services are being offered remotely. Visit the [UHS website](#) for the most up-to-date information.

Registered students can use all services at UHS whether or not they have Berkeley's Student Health Insurance Plan.

Student Health Insurance Plan (SHIP)

As a condition of enrollment at the University of California, all students are required to have major medical insurance that meets UC-wide standardized criteria. Students are automatically enrolled in Berkeley SHIP, administered by UHS. SHIP coverage is worldwide and includes excellent medical, mental health, dental and vision benefits. The Fall semester coverage period is August 1 – December 31, and the Spring semester covers January 1 – July 31. Dependent plans and a free Insurance Helpline are also offered. More details are available [online](#).

Mandatory TB & Immunization Program

All incoming and re-admitted students must satisfy TB and Immunization clearance requirements as mandated by the UC Office of the President prior to the start of their first semester. Please review the [Mandatory TB & Immunizations Program](#)

[webpage](#) for the steps you need to complete and deadline information. You can also find information on COVID-19 and Influenza (flu) vaccine information. Visit the UHS immunization webpage for information and deadlines.

Graduate Wellness Center

The [Graduate Wellness Center](#), located in 444 Eshleman Hall, is a satellite office for Counseling and Psychological Services and the Disabled Students Program. The Wellness Center provides graduate-focused wellness and mental health services in a location where graduate students do not have to worry about running into faculty or students they teach.

[Counseling and Psychological Services \(CAPS\)](#) provides a variety of services for students to help with personal, academic, career, and crisis concerns, focused on short-term therapy. There is no cost to get started. CAPS creates individualized treatment plans, and assists in coordinating referrals with local providers for students who need ongoing therapy. Professional counselors are also available remotely through video appointments.

RECREATIONAL SPORTS

You can find just about everything you'll need to stay fit at facilities managed by the Department of Recreational Sports: swimming pools, racquetball and handball courts, weight rooms, cardiovascular machines, basketball, volleyball, badminton courts, intramural sports leagues, and more. Not only is Berkeley Rec Sports one of the biggest student employers on campus, it's also an employer who strives to support its student staff and connect classroom learning with on-the-job lessons. With positions in Intramural Sports, Facility Operations, Aquatics, Youth Programs & Camps, and more, there's something for everyone.

In light of COVID-19, Recreational Sports is offering many virtual fitness options. Visit the [Rec Sports website](#) for the most up-to-date information.

Student memberships are included in campus fees, so you don't pay anything extra to become a member.

All members get access to the Recreational Sports Facility (RSF), the Fitness Center at Memorial Stadium, tennis courts, running tracks, the Strawberry Canyon Recreation Area, Hearst Pool, and the Golden Bear Recreation Center, Group X classes, and discounted rates on personal training and other classes.

Visit the [Recreational Sports website](#) for more information.





SERVICES FOR STUDENT PARENTS

About one in ten of Berkeley's graduate population is a student parent. UC Berkeley recognizes that a family-friendly academic culture is essential to the success and well-being of all students, faculty, and staff. The University is committed to supporting policies, programs, and services to help graduate student parents meet their family care obligations while they pursue their academic goals.

Academic Policies

The Graduate Council of the Academic Senate supports academic accommodations for graduate students with substantial parenting responsibilities, including (when applicable) extension of time for academic milestones. For details, see the [Student Parent policies here](#).

CHILD CARE

The Early Childhood Education Program (ECEP)

The University's [Early Childhood Education Program \(ECEP\)](#) is a year-round program that provides early childhood services to infants, toddlers, and preschoolers not yet eligible for TK or Kindergarten. . ECEP operates five centers, located near the Berkeley campus and University Village in Albany. ECEP's goal is to help student parents balance school, work, and family. To support this goal ECEP reserves a number of spaces each year for the children of student parents, and also provides subsidized tuition options to those who qualify. Early applications are recommended and are available on the ECEP website. A local child care referral agency, Bananas (510-658-0381), can provide names of other child care services in the community. For more information, visit the [Early Childhood Education Program website](#).

Emergency Back-Up Child Care

Parents who are currently registered Berkeley students are eligible for highly-subsidized back-up child care from a leading nationwide provider of care services. This back-up program helps student parents when their regular child care arrangements are unavailable and they need to attend to academic responsibilities on campus, at home, or away. Visit the [Back-Up Child Care website](#).

Financial Support for Student Parents and Caregivers

Registered graduate student parents (single or married) with dependent children, or those caring for dependent adults may apply for a variety of aid programs.

- ◆ Graduate Division Student Parent Grant
- ◆ Graduate Division Caregiver Grant
- ◆ Graduate Assembly Student Parent Travel Award
- ◆ Childbirth Accommodation Funding
- ◆ Reimbursement Program for Graduate Student Researchers
- ◆ Reimbursement Program for Academic Student Employees (GSIs, Readers, Tutors)
- ◆ Family-Related ASE Contract Policies
- ◆ Paid Leave for Academic Student Employees and Graduate Student Researchers

For more information and accompanying deadlines, visit the [Support for Student Parent and Caregiver website](#).

NETWORKS

Student Parent Center

This campus center provides information, child care referrals, problem-solving counseling, and advocacy for the needs of student parents. It offers a central, cheerful, inviting space for student parents who need to be on campus with their children, a relaxing area for nursing, opportunities to network with other student parents, and access to computers and kitchen facilities. For more information, visit the [Student Parent Center website](#).

Berkeley Parents Network

Created by UC Berkeley graduate students in 1993, this independent, free, volunteer-run online community offers parent-to-parent advice and local referrals via email newsletters, on childcare, pediatricians, schools, and much more. To subscribe to the newsletters, visit the [Berkeley Parents Network website](#).

Graduate Student Parent Advocacy Project (GSPA)

The [Graduate Student Parent Advocacy Project](#) is a project within the Graduate Assembly that advocates for student parents and develops programs to support their academic and personal success. To be in touch with the Project Director, please email: gspa-ga@berkeley.edu.



DIVERSITY, EQUITY & INCLUSION

The Office for Graduate Diversity (OGD)

The Office for Graduate Diversity serves as a resource for the admissions process, academic support, financial advice, and professional development. It also provides a forum for ideas and programs designed to enhance the educational experience of underrepresented students, including those who are undocumented, first-generation college students, and those who are educationally and financially challenged. OGD holds workshops, trainings and community building events throughout the year, as well as individual advising on admissions, application assistance, strategic planning for academic success, and post-graduation planning. Should you require tutoring or have special need circumstances, financial assistance is available.

In collaboration with currently enrolled students, OGD strives to enhance the educational pathways of minoritized students. For more information, visit the [Office for Graduate Diversity website](#).

The American Indian Graduate Program (AIGP)

The American Indian Graduate Program reinforces intersectional student development and infrastructure at UC Berkeley by highlighting and celebrating Indigenous applications within graduate level research to ensure full student participation. AIGP provides graduate students, faculty, and administrative staff access to a series of Native American career leadership seminars and programming that promote professional mentorship with faculty, fellow graduate students, and Native American professionals engaged in tribally inclined professional careers at UC Berkeley. For more information, visit the [American Indian Graduate Program's website](#).

Centers for Educational Justice & Community Engagement (EJCE) at UC Berkeley is a collaborative of offices and centers that advocate for, build capacity with, and dialogue among and across diverse communities. Its community engagement approach enriches the academic success of students while fostering a

campus climate that honors the dignity of all people. The partner spaces include African American Student Development, Asian Pacific American Student Development, Chicana Latinx Student Development, Multicultural Community Center, Native American Student Development, and Gender Equity Resource Center (which focuses on four key areas: women; lesbian, gay, bisexual, transgender and queer+ (LGBTQ+); sexual harassment and sexual violence; and men). For more information, see the [EJCE website](#).

Centers for Educational Equity and Excellence (CE3)

offers a comprehensive array of counseling programs, supplemental aid, and scholarships to support former foster youth, veterans, student parents, undocumented students, and transfer students of all ages and life experiences. [Visit their website](#) for more information. Two of their programs, the Disabled Students Program and the Cal Veterans Service Center, are described in detail below.

Disabled Students Program

The Disabled Students Program (DSP) provides a wide range of academic accommodation services for eligible students. Students are responsible for pursuing DSP's disability verification requirements and applying for accommodations.

After completing the online application and interactive process with the Graduate Student Disability Specialist, it is recommended that students meet with each faculty member in courses where accommodations are required, to ensure the accommodations are understood and provided. If help is needed to complete the online application, request assistance by contacting dsp@berkeley.edu. For further details, visit the [DSP website](#).

Cal Veterans Service Center (CVSC)

The Cal Veteran Services Center is dedicated to providing programs and services in support of the academic and personal success of student veterans. CVSC continues to support veteran and military-affiliated students through online engagement during periods of remote learning. Visit [CVSC's webpage](#).

GRADUATE STUDENT LIFE

The Office of Graduate Student Life supports graduate students around issues that affect their well-being, such as health education and wellness, housing, and parenting support — and helps create a more inclusive community for all students.

The Director of Graduate Student Life works hand-in-hand with campus partners including the Graduate Assembly, Student Affairs, and other service units to provide programs, workshops, and outreach tailored towards graduate students. The director also serves as a liaison for graduate students and represents the Graduate Division on various campus committees, advocating for the unique needs of graduate students. Set up a [virtual appointment or phone call](#) or email the student life office at gradlife@berkeley.edu.

Graduate Assembly

The [Graduate Assembly](#) is the official representative body of graduate and professional students at the University of California, Berkeley. Its mission is to improve the lives of graduate and professional students and to foster a vibrant, inclusive graduate student community. The GA [advocates](#) for graduate student rights, [funds](#) student groups on campus, and directly manages [projects and initiatives](#) which support graduate student communities. Current GA projects include the Graduate Minority Student Project, Graduate Social Club, Graduate Student Parent Advocacy Project, Graduate Student Wellness Project, Graduate Womxn's Project, Sexual Orientation and Gender Advocacy, and the Womxn of Color Initiative. To connect with a GA project or resource, please email the GA VP of Equity and Inclusion at equity-inclusion@berkeley.edu.

Registered Graduate Student Organizations

There are over 150 registered graduate student organizations (RGSOs) across 15 unique interest areas, including academics, cultural identity groups, professional organizations, and many more. [The LEAD Center](#) offers administrative and advising support to all RGSOs to assist with basic operations, leadership development, and strategic planning. Visit the [CalLink Organization Directory](#) for a list of Student Organizations.

Public Service Center

The [Public Service Center \(PSC\)](#) brings together students, faculty, and communities in support of social justice, civic engagement, and transformative social change. The PSC has numerous service and engagement programs and collaborates with more than 200 community partners who work in such fields as education, social welfare, public health, criminal justice, and local and national government. The PSC supports graduate students in developing community-based courses and research; mentoring undergraduate public service leaders; convening graduate student learning communities and workshops; finding resources to support this work; and connecting graduate students to colleagues in the fields of engaged scholarship, service-learning, civic engagement, and community-based participatory research.



ADDITIONAL CAMPUS RESOURCES

CAMPUS SAFETY

On campus and in the Bay Area, you should take the precautions that you would in any urban setting. When you arrive, take the opportunity to tour the campus during daylight hours to become familiar with your surroundings. Notice the locations of the campus blue-light emergency phones.

The UC Police Department (UCPD), a full-service police department operating around the clock, provides a number of crime prevention and safety programs for all UC Berkeley properties within the cities of Berkeley, Oakland, Richmond, Kensington, and Albany. When you are on campus at night, stay on lighted, well-traveled walkways, or use the free [Night Safety Services](#) such as BearWALK or the shuttle programs.

UCPD regularly publishes Crime Alerts for the community, notifying of criminal activity on or near campus. Alerts will be sent to your “@berkeley.edu” email address. UCPD also utilizes the WarnME notification system for active threats (read more about WarnME in the Emergency preparedness section). Log into warnme.berkeley.edu to set your notification settings to SMS/text or email.

Each year, UCPD publishes the campus annual security report, containing campus crime statistics and campus security policies. For more information, see the [UCPD website](#).

The Police Department is currently located in the basement of Sproul Hall, though they will likely relocate.

To report an emergency on or off campus:
call 911 from any campus telephone.

From cell phones, to report on-campus emergencies:
call (510) 642-3333.

For non-emergency assistance:
call (510) 642-6760.

EMERGENCY PREPAREDNESS

The Office of Emergency Management (OEM) has information on how to prepare for earthquakes, fires, and other major emergencies. OEM has created a free emergency preparedness mobile app that contains Berkeley-specific tips and guidance for a wide range of emergencies. Please visit the [OEM website](#) for download instructions and to access further information on campus emergency procedures, including a list of supplies to keep on hand.

If you are a Graduate Student Instructor, learn where to direct your class if you need to evacuate by reviewing evacuation maps in each campus building.

To get additional information during a major campus emergency, call 1-800-705-9998, or log onto the campus's main web page. If the main Berkeley page is down, use the [emergency website](#), or listen to the campus radio station (KALX 90.7 FM).

UNIVERSITY LIBRARY

UC Berkeley is home to one of the finest research libraries in the U.S., encompassing nearly thirteen million items housed in over twenty libraries, and access to an extensive array of online resources. Your Cal1 Card is your library card; you will use your Calnet ID and passphrase to access online sources from off-campus.

The [Library website](#) is your first source of information about library resources and services. Use [UC Library Search](#), which debuts in Summer of 2021, to access the collections and digital resources for the entire UC System.

Visit [Information for Graduate Students and GSIs](#) page, which includes:

- ◆ Information about borrowing, off-campus access to electronic resources, Interlibrary Loan, and more. Services for instructors include in-class workshops on library research, consultations about research assignments, and course reserves.
- ◆ Links to Subject Guides to learn about article databases and specialized research tools in your discipline.
- ◆ How to contact your Subject Librarian, who is available to support your research and teaching.
- ◆ Research assistance is available in the campus libraries, by email, and via 24/7 chat.

The Library also supports [Scholarly Communication](#), [Digital Humanities research](#), and [Data/GIS services](#).

PARKING AND TRANSPORTATION

Berkeley is a busy urban campus, and parking near campus is limited. Parking can usually be found in the Underhill Parking Facility between Channing and Haste Sts. Students living within two miles of the campus are not eligible to purchase parking permits. Berkeley is well-served by public transit, and many students prefer to walk or bike to campus. For more information, see the [Parking and Transportation website](#).



Alternative Transportation

Alternative transportation includes the AC Transit Student EasyPass, BearTransit campus shuttles, carpools, Bay Area Rapid Transit (BART), and taking your bicycle on public transit. There is a link to bikes on public transit, and route planning at [cal.rideamigos.com](#).

AC Transit EasyPass Clipper Card

The AC Transit Student EasyPass Clipper Card, separate from the Cal1 Card, entitles you to free unlimited transit on AC Transit buses (including Premium Express Transbay service to San Francisco). This card will allow you to add cash value of your own for use on BART, Muni, and 20 other transportation agencies in the Bay Area. All eligible students are automatically enrolled in the program and the fee is included as part of their tuition. The fee is waived for ineligible students who do not receive the card. The EasyPass Clipper Card will be issued to all eligible students in tandem with the Cal 1 Card. For more information about the EasyPass Clipper Card as well as Privacy Policies, visit the [Cal 1 Card](#) website.

BearTransit Shuttle

Your Cal 1 Card is also valid on the BearTransit campus shuttles, which operates seven lines to and around campus seven days a week, including service to Moffitt Library, BART, the ASUC, and other popular destinations.

Bicycle Commuting, Security, and Licensing

Bicycles are allowed on most paths and roads on campus, with the exception of areas where riders must dismount and walk due to heavy pedestrian traffic.

To avoid bicycle theft, make sure to properly lock your bike to a rack using a high-quality U-lock. Always lock the wheels and frame of your bike to a rack in a well-lit, well-traveled area. Secure, covered bike parking is available free of charge in four facilities, and there are bike lockers at University Hall and the Recreational Sports Facilities. Please see the [bicycle section](#) of the website for bike parking information.

California bicycle licenses are free to campus affiliates. Please contact UCPD for license information.

Bikeshare

Students can purchase a monthly subscription to [Bay Wheels](#) at \$13/month with no annual commitment. Memberships will allow you unlimited, 45-minute trips between stations, where you can pickup and drop-off a bike.

Car Sharing

Two car-sharing services — Zipcar and GIG, — are now available on or near campus. Each service provides short-term car rentals. Use a vehicle when you need it for grocery runs and errands. For information, review the [transportation options](#).

Lyft/Uber Pickup and Drop-off on Campus

There are eight pickup and drop-off points in various areas on campus for students to utilize. These areas are designed for safety, efficiency, and improved circulation on the campus.

The Lyft and Uber zones are located at: West Gate, North Gate, Hearst Mining Circle (Stanley Hall), Haas School of Business, Krober Hall, Sproul Plaza (East of Telegraph at Bancroft), Optometry Lane, and Rec Sports Facility. Users must be picked up and dropped off at these locations, and the zones are enforced 24/7.

For after-dusk service, please utilize the **Night Safety Program (BearWalk, Night Shuttle, or Door to Door)** to meet with the drivers at those points. For information, [see transportation options](#) on the [Parking and Transportation website](#).

Carpool Permits

Carpool permits are suspended for 2021-22.

Parking Permits

Students who live two miles or more from campus can purchase parking permits. If you drive to campus every day, you can save money by purchasing a prepaid student permit for a full semester. If you drive to campus occasionally, you can purchase a Daily Student Fee Lot Permit that will allow you to park in student lots. Parking is extremely limited and may not be available. Students may purchase either a daily permit (\$10), a monthly permit (\$103), or a semester permit (\$410). Night and Weekend permits are also \$10. Visit the [student permit webpage](#) for information.

Visit [Parking and Transportation's COVID-19 webpage](#) for the most up-to-date information.

[Parking and Transportation](#)

Golden Bear Center, 1995 University Avenue, Suite 110
(510) 643-7701

STUDENT LEGAL SERVICES

The Attorney for Students advises currently registered UC Berkeley students regarding their legal questions, rights, and obligations. A student legal consultation might focus on a landlord-tenant dispute, a citation for a criminal infraction or misdemeanor, filing an action in California Small Claims Court, questions related to credit card debt and/or collection actions, issues arising from a car accident or auto insurance, or questions about family law.

[Student Legal Services](#) provides counsel and guidance only, and does not represent or advocate for individual students with regard to their potential legal claims or disputes.

If your situation requires legal representation, the Attorney for Students will help refer you to appropriate resources. Student Legal Services counsel and guidance is limited to California law only. For additional information about the scope and limits of services, see the [Student Legal Services website](#).

OMBUDS OFFICE FOR STUDENTS AND POSTDOCTORAL APPOINTEES

[The Ombuds Office](#) is a neutral, confidential resource for informal conflict resolution of a university-related issue, problem, or dispute. The Ombudsperson will listen to your concerns, discuss your options, coach you in conflict and communication, and help you get a new perspective so you can determine your next steps. Additionally, the Ombudsperson can help you understand your rights and responsibilities, clarify policies and procedures, and, when appropriate, may serve as a mediator as well as assist in facilitating resolutions. Use of our services is voluntary and at no cost to visitors. Call (510) 642-5754 for an appointment.

MORE GRADUATE DIVISION SERVICES

The Graduate Division will work with your department to oversee your progress toward a higher degree. We are located on campus in Sproul Hall on the third and fourth floors, where you will find offices for graduate admissions, degree progress, fellowships, academic appointments, the Graduate Writing Center, the GSI Teaching and Resource Center, and Communications and Events. All of our staff are currently working remotely.

Graduate Services: Appointments

The Appointments Office administers policy related to graduate student academic titles. If you choose to work in an academic role, you'll find helpful information on the [Graduate Student Academic Appointments webpage](#). You may also search our [Open GSI / GSR positions webpage](#), where departments have been encouraged to post Graduate Student Instructor and Graduate Student Researcher positions open to students outside their department.

Graduate Services: Degrees

The Degrees Office, 318 Sproul Hall, monitors your progress as a student from first registration to graduation. The Degrees staff can help you with problems or concerns about registration, qualifying exams, advancement to candidacy, and ultimately filing for your degree.

Communications and Events

Throughout your graduate career, Graduate Communications and Events will keep you informed about academic workshops, opportunities for fellowships and grants, important deadlines, special events, and other time-sensitive issues via a monthly electronic newsletter, *GradNews*. This newsletter, the [GradNews web page](#), our [Facebook](#), [Twitter](#), [Instagram](#) and [LinkedIn pages](#), and other graduate publications can be found on the [Graduate Division website](#).