

Date: April 8, 2015

To: Department Chairs, Head Graduate Advisors, Graduate Student Affairs Officers

From: Fiona M. Doyle, Dean of the Graduate Division



Re: **Filing Fees for Graduate Degree Conferral in Summer**

The recent addition of a summer conferral date for graduate degrees -- see **Conferral of Graduate Degrees in Summer Memo 2015-April-8** -- necessitates changes in Filing Fee policy. Revisions to Filing Fee policy described here apply to Summer filing only.

For August conferral of degrees, students who were registered in Spring semester, and who are otherwise eligible for Filing Fee status in Fall, may file their dissertation or thesis by the final day of Summer Session without paying Filing Fee.

Students who were not registered in Spring, or who already held Filing Fee status previously, must register for three units with Summer Sessions if they plan to submit their dissertations by the final day of Summer Session.

All other deadlines and procedures relating to Filing Fee remain as stated in the *Guide to Graduate Policy*.

International students must consult the Berkeley International Office well in advance of planning to file so that specific enrollment and visa requirements are met.

This memo supersedes the memo of *May 1, 2007: Filing for Summer Graduate Degrees in Summer Session*.

Current Filing Fee policies for the Fall and Spring semester have not changed and can be found here: <http://grad.berkeley.edu/policy/registration-and-exchange-programs-policy/#d2-filing-fee>.