



GRADUATE DIVISION  
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August 11, 2013

To: Head Graduate Advisors and GSAOs

From: Rosemary A. Joyce, Associate Dean

Re: Deadlines for final admissions decisions for Fall 2014 admissions cycle

This memo is intended to clarify existing policy on timing of admissions recommendations, response by students to admissions offers made by the university (SIR), and communication of final decisions to students.

Each year, some students are recommended for admission relatively late in the cycle, raising the possibility that a student might have insufficient time to prepare for the transition to Berkeley, and making planning for program cohorts uncertain.

Effective with the 2014 admissions cycle, for admissions for fall term, the Graduate Division will not accept recommendations to admit students made after June 1. Programs should finalize their admissions selection procedures in sufficient time to ensure that all recommendations for admissions have been submitted by that date. Graduate Division data show that currently, more than 98% of students who will accept admissions offers have responded by June 1.

In order to assist programs in assessing the progress of recruitment and making adjustments earlier in the cycle, students offered admissions will receive a message encouraging them to respond to admissions offers by May 15. Graduate Division data show that more than 95% of students who will accept admissions offers have responded by May 15. Programs are thus encouraged to assess acceptances in early May, and to request additional admissions allocations if needed due to lower than expected acceptance rates.

Any applicants whose status is still "undecided" on July 1 will be changed to "declined", to ensure that applicants receive notice of the final decision concerning their applications.

Requests may be made later than June 1 to recommend exceptional admission of students to join newly hired faculty. These requests should follow the procedures outlined in the memo **RECOMMENDING ADMISSION FOR GRADUATE STUDENTS ACCOMPANYING NEW FACULTY MEMBERS.**