

Welcome to Berkeley

The staff of the Graduate Division are the people who will track your progress from the time you are admitted until you complete your graduate program.

The Graduate Division serves nearly 10,000 students enrolled in more than 100 graduate degree programs. While your department is typically your first stop for information, we can help guide you along the path to your degree. We're here both to help you complete your studies and to help you enjoy the most enriching experience possible at Berkeley.

You will find a wide range of resources on our website — grad.berkeley.edu — including calendars, policies, forms, and useful tips about fellowships, student employment, degree progress, and admission.

You'll also find publications of interest to graduate students and news about workshops, lectures, and other events sponsored by Graduate Division.

Where to find us: Our offices for student services are located on the third floor of Sproul Hall, room 318. Service hours are Monday through Friday, 9 am to noon and 1 to 4 pm.

Drop box: Before or after office hours, forms and correspondence may be left in the drop box on the counter across from 302 Sproul Hall.



Office of the Dean of the Graduate Division

424 Sproul Hall, 510-642-5472
Email: graddean@berkeley.edu

Rosemary A. Joyce serves as Interim Dean during Fall 2014, having served as an Associate Dean since 2011. She is the Richard and Rhoda Goldman Distinguished Professor of Social Sciences and Professor of Anthropology. As chief advocate for graduate education and research at Berkeley, she works with the Graduate Council of the Academic Senate on policies to sustain the world-renowned excellence of more than 100 graduate programs. The Dean collaborates with campus stakeholders to ensure equity and fairness across the disciplines and to build diverse sources of financial and academic support for more than 10,000 doctoral and master's students throughout their studies. She continues to oversee enrollment planning, exceptional admissions and student academic progress matters, and the units of Academic Services and the GSI Teaching & Resource Center.

The Graduate Dean is assisted in strategic planning, problem-solving, and communications with campus constituencies by members of the faculty who serve (half-time) as Associate Deans:

Susan J. Muller, a professor of Chemical and Biomolecular Engineering, has served as Associate Dean 2007-2010 and 2013-present. She oversees matters of graduate student support, including fellowships, awards, grants, student employment (academic appointments), and support for graduate student parents. She oversees the annual mentoring awards, and represents the Graduate Division in supporting the campus's diversity, equity, and inclusion initiatives.

Jill H. Stoner, a professor of Architecture, serves as Interim Associate Dean during Fall 2014. She represents the Graduate Division in academic program reviews and in matters of student health and housing. She chairs the Interdisciplinary Committee of the Graduate Council and serves on the Faculty Advisory Committee on GSI Affairs. She is a liaison to the Graduate Assembly, the postdoctoral scholars program, the Career Center and other campus professional development programs.

How We Get the Word Out

The Graduate Division, through its Communications and Events office, keeps in touch with the entire graduate community throughout the year.

eGrad, our monthly electronic newsletter, is sent directly to the email address you've given the Registrar. A quick link takes you to complete illustrated articles on the web. It brings you current information that's vital to all Berkeley graduate students, including fellowships opportunities, helpful facts and tips, policy matters that affect you, and news of interest about grad students, grad alumni, and faculty. Check out the current issue at <http://grad.berkeley.edu/news/category/egrad/august-2014/>.

The Graduate Division's newly redesigned website has information that every grad student needs to know. It features deadlines, information about fellowships, in-school academic jobs (GSI, GSR, Reader, Tutor), preparing for faculty careers, academic writing, filing your thesis or dissertation, and the GradNews section. Visit us at grad.berkeley.edu. Friend us on Facebook and follow us on Twitter.

You will also find resources and publications with important information for new students online that you can download as PDFs, including **A Guide for New Graduate Students: Where to Begin** at <http://grad.berkeley.edu/students/>.



Graduate Division Services & Resources

grad.berkeley.edu

Academic Services

The Academic Services staff offers workshops and courses to help you develop the writing skills necessary to complete your graduate degree, including:

- workshops on academic writing (e.g., dissertation writing, grant writing, etc.)
- writing groups
- confidential consultations

321 Sproul Hall, Berkeley, CA 94720-5900
510-643-9392 • Email: academic_services@berkeley.edu
grad.berkeley.edu/professional-development/workshops/

Admissions

The Graduate Admissions staff advises applicants, faculty, and departments on policy and procedures for admission to graduate study at Berkeley.

318 Sproul Hall, Berkeley, CA 94720-5900
510-642-7405 • Email: gradadm@berkeley.edu
grad.berkeley.edu/admissions/apply/

Appointments

The Appointments staff reviews appointments of graduate students to academic titles, such as Graduate Student Instructor (GSI), Graduate Student Researcher (GSR), Reader, Tutor, and staff titles to ensure compliance with policy and procedures established by the UC Office of the President, the Graduate Council, and the Graduate Division. They also monitor eligibility for fee and tuition remission programs.

318 Sproul Hall, Berkeley, CA 94720-5900
510-642-7101 • Email: gradappt@berkeley.edu
Monday through Thursday, 8 am to 4 pm
grad.berkeley.edu/

Communications & Events

The Graduate Communications & Events staff produce **eGrad**, a monthly e-newsletter for the graduate community, the Graduate Division website (grad.berkeley.edu), **The Guide to Graduate Policy**, and other publications with important information for prospective, new, and continuing students.

Our office also presents two lecture series, the Berkeley Graduate Lectures, which brings prominent scholars from around the world to speak on campus each year, and the Tanner Lectures on Human Values series. We also host events like the New Graduate Student Orientation, the Berkeley Distinguished Graduate Fellowship Reception, and fundraising events.

425 Sproul Hall, Berkeley, CA 94720-5900
510-643-7358
Email: gradpub@berkeley.edu
grad.berkeley.edu/about-us/publications/
510-643-7413
Email: lectures@berkeley.edu
gradlectures.berkeley.edu/tannerlectures.berkeley.edu/

Degrees

The Degrees staff monitors student progress from registration to graduation. Much useful information can be found on the Degrees web

pages, including policies, procedures, and most of the forms and applications you may need. After consulting staff in your department, you can drop in or schedule an appointment in the Degrees Office to discuss specific academic concerns such as the qualifying exam, advancement to candidacy, filing fee, probation, and readmission. Master's theses and doctoral dissertations are filed in this office.

318 Sproul Hall, CA 94720-5900
510-642-7330
Email: degrees@berkeley.edu
grad.berkeley.edu/academic-progress/

Fellowships

The Fellowships office administers university fellowships, departmentally restricted awards, departmental block grants, federally funded fellowships, and foundation and corporate awards. A list of available fellowships and awards is available on our web pages.

318 Sproul Hall, CA 94720-5900
510-642-0672
grad.berkeley.edu/financial/fellowships

Graduate Diversity Program

The Graduate Diversity Program staff assists in the recruitment, admission, and graduation of students who enrich the diversity of the graduate programs on campus. This unit provides students with a network of academic and social support. The Assistant Dean for Graduate Diversity provides personal and confidential advising and strategies for academic success, including post-graduate planning.

327 Sproul Hall, Berkeley, CA 94720-5900
510-643-6010 • Email: grad.diversity@berkeley.edu
diversity.berkeley.edu/graduate/gdp

The American Indian Graduate Program, as a component of the Graduate Diversity Program, AIGP promotes the participation and graduation of American Indian and Alaska Native students pursuing graduate study.

597 Barrows Hall, Berkeley, CA 94720-5900
510-642-3228 • Email: aigp@berkeley.edu
diversity.berkeley.edu/graduate/aigp

Graduate Student Instructor (GSI) Teaching & Resource Center

This office provides pedagogical support and guidance for new and continuing Graduate Student Instructors, including:

- fall and spring teaching conferences
- workshops on teaching
- the online course, Professional Standards and Ethics in Teaching
- grants and awards for GSIs and for faculty mentors
- confidential consultations
- the Language Proficiency Program for international GSIs
- a Certificate of Teaching and Learning in Higher Education
- an annual seminar for faculty on teaching with GSIs
- an array of electronic resources including the **Teaching Guide for GSIs** and award-winning teaching ideas by Berkeley GSIs.

301 Sproul Hall, Berkeley, CA 94720-5900
510-642-4456 • Email: gsi@berkeley.edu
gsi.berkeley.edu

Financial Resources

CAMPUS FINANCIAL AID

The Financial Aid and Scholarships Office administers Federal Direct Loans for UC Berkeley graduate students, as well as several smaller federal loan programs and the Federal Work-Study Program.

Graduate students who are U.S. Citizens or permanent residents can almost always borrow what they need to cover the difference between their academic year budget (tuition, fees, and living expenses) and the merit-based awards and other resources that are available.

The **Federal Direct Loan** covers the first \$20,500 for most students, and the **Federal Direct Grad PLUS Loan** is available in the event of additional need. First, you need to accept your loan(s) on **MyFinAid**, Berkeley's online financial aid system, at myfinaid.berkeley.edu. You will need your **CalNet ID** to access MyFinAid. After you accept the loan(s) on MyFinAid, you complete the loan process at studentloans.gov by completing Entrance Loan Counseling and a Master Promissory Note (studentloans.gov).

The Financial Aid and Scholarships Office does not administer fellowships, GSI or GSR fee remissions, or department awards; students should contact their academic department or the Fellowships Office with questions about these merit-based awards. You do not have to accept these merit-based awards on MyFinAid.

For detailed information about all of the programs, including instructions on how to apply, information on how funds are disbursed, and a link to the Budget Appeal Form, see the Financial Aid and Scholarships Office website at financialaid.berkeley.edu.

The Graduate Award Guide (financialaid.berkeley.edu/graduate-award-guide) will help to answer most of your questions.

Questions. If you still have questions after visiting the website, you can submit a question at studentcentral.berkeley.edu/open-case. Be sure to include your student ID number and make sure your email address and phone number are correct in Bear Facts.

Office Hours

For in-person assistance, please visit **Cal Student Central**, 120 Sproul Hall. Office hours are Monday through Friday, 9 am to 4 pm, and telephone hours are Monday through Friday, 9 am to noon and 1 to 4 pm, (510) 664-9181. In most cases, it will be more effective for graduate students to communicate with staff through email (studentcentral.berkeley.edu/open-case).

FAFSA

The Free Application for Federal Student Aid (FAFSA) is available at fafsa.ed.gov. The UC Berkeley school code is 001312. Our priority deadline is March 2, preceding the academic year, but you may submit the FAFSA later (up to mid-spring semester) and still receive a federal loan.

Emergency Loans

All registered students may get an **emergency loan** for up to \$775, interest-free if repaid within 60 days (with a \$20 processing fee). Apply online at myfinaid.berkeley.edu. For more information about emergency loans, please see financialaid.berkeley.edu/short-term-emergency-loan.

FELLOWSHIP INFORMATION

What are Fellowships and Grants?

- Fellowships usually cover educational and living expenses
- Grants usually cover expenses related to specific projects

Other types of funding include loans and research/teaching assistantships

Where to look for fellowships and grants:

- **The Web.** Visit these sites to begin:
 - fastweb.com
 - finaid.org
 - grad.berkeley.edu/financial/fellowships
- **University websites.** Search specifically for internal fellowship opportunities in academic department(s) within your area of interest.
- **Professional associations** can also be a source for funding
- **Journals and publications** in the field of interest often advertise funding opportunities
- **Reference books:** *The Annual Register of Grant Support*

When to apply for money:

- Individuals thinking of applying to graduate school should start looking at least a year ahead of their applications.
- Individuals applying to graduate school need to apply for funding while applying for admission into graduate school.
- **Never stop applying!** Graduate students will find that there are numerous opportunities for funding once they begin their careers.
- Applicants must meet the deadline! Individuals who do not meet the deadline lower their chances of obtaining funding by 100% in most cases.

- Applicants need to think ahead! The average turnaround time (from application to acceptance) runs six to nine months.

What to look for:

- **The full ride:** Multi-year packages often cover educational and living expenses for two to six years.
There are two types:
 - Institutional – specific to a university, usually part of admission package
 - Portable – may be taken to the institution of choice
- **Small grants for specific projects:**
 - Travel
 - Language study
 - Conference attendance
 - Summer research
 - Professional development
- **One-year fellowships for specific phases of graduate study:**
 - Research fellowship
 - Dissertation writing
 - Internship/Mentorship

Keep trying! The process of writing grant and fellowship proposals is integral to the development of clear research goals and professional objectives. Not only does practice improve grant-writing skills but the more an individual applies, the higher their chances of success.

The Graduate Division offers grant writing workshops. Please visit the Graduate Division workshops calendar for dates: grad.berkeley.edu/professional-development/workshops/

Campus Services and Resources

Berkeley International Office's mission is to enhance the academic experiences of international students and scholars by providing the highest levels of knowledge and expertise in advising, immigration services, advocacy, and programming to the Berkeley campus community.

2299 Piedmont Avenue, MC 2321
Phone: 510-642-2818

internationaloffice.berkeley.edu

Berkeley Parents Network, created by Berkeley graduate students in 1993, is an independent, free, volunteer-run online community for Bay Area parents, providing parent-to-parent advice and local referrals via email newsletters, including childcare, pediatricians, schools and more. To subscribe to the newsletters, visit http://parents.berkeley.edu/mlist_bpn.html.

Career Center offers services for graduate students including confidential appointments with PhD career counselors, an MS/PhD Career Fair, the annual PhD Career Colloquium, workshops on the academic job search, expanded professional options for graduate students.

2440 Bancroft Way
Phone: 510-642-1716

career.berkeley.edu/PhDs/PhDs.stm

Disabled Students' Program provides students with disabilities a wide range of services, accommodations, and auxiliary services. Student grants are available for disability-related assistive technology. Staff can advise students about other types of special aid, scholarships, and vocational rehabilitation benefits.

260 Cesar Chavez Student Center, MC 4250
Phone: 510-642-0518/TTY: 510-642-6376/
FAX: 510-643-9686, dsp.berkeley.edu

Early Childhood Education Program (ECEP) offers space for children (ages 3 months to 5 years) of student parents. Subsidies are available based on family size and income using a sliding scale set by the State Dept. of Education. Partial tuition grants may be awarded to a limited number of students not eligible for subsidy. Enrollment is limited and cannot be guaranteed. Please apply as early as possible. A high quality curriculum coupled with experienced and passionate teachers creates a nurturing and supportive environment for UC Berkeley's youngest students.

2339 Haste Street
Phone: 510-642-1827

<http://ece.berkeley.edu/students>

Gender Equity Resource Center provides support and services for women, and lesbian,

gay, bisexual, transgender and queer (LGBTQ) students, as well as advocacy, support, and education on sexual and relationship violence and hate crimes.

202 Cesar Chavez Student Center, MC 2440
Phone: 510-642-4786/geneq@berkeley.edu
geneq.berkeley.edu

Graduate Assembly (GA) provides resources and advocacy for the graduate students at Berkeley. The Delegate Assembly is the legislative and authorizing body, composed of representatives from all graduate academic units, departments and schools. The GA funds graduate student groups, works with the administration, and has its own independent projects that support graduate student communities.

Anthony Hall, MC 4500
Phone: 510-642-2175
ga.berkeley.edu

Housing options for graduate students fall into three categories: University owned and operated, group housing alternatives, and off-campus rental housing (housing.berkeley.edu/livingatcatl/graduatestudents.html). Most grad students live in off-campus rental housing in Berkeley or one of the surrounding

communities. Berkeley's **Cal Rentals** office can assist you with making informed choices.

Phone: 510-642-3644

Email: homeinfo@berkeley.edu

calrentals.housing.berkeley.edu

Library Services

The UC Berkeley Library offers world class collections and resources in over 20 subject-based libraries on campus. Visit **Information for Graduate Students & Graduate Students Instructors (GSIs)** (<http://www.lib.berkeley.edu/information/graduate-students>) to learn about services that support your teaching and research and how to contact your department's library liaison. The Library's extensive collection of **Electronic Resources** (<http://servlet1.lib.berkeley.edu:8080/ERF/databases.shtml>) is viewable by subject, type and title. See lib.berkeley.edu.

The Ombuds Office for Students and Postdoctoral Appointees is a resource for informal conflict resolution. For neutral, confidential assistance with a campus-related issue or concern, call 510-642-5754, or visit: students.berkeley.edu/Ombuds.

UNIVERSITY HEALTH SERVICES

uhs.berkeley.edu



Counseling & Psychological Services (CPS) Graduate Student Workgroups

- Graduate Student Support Group
- Graduate Women's Support Group
- Health and Wellness Skills Group

Workshops for Graduate and Undergraduate Students

- Social Skills & Assertiveness • Mindfulness Meditation • Mindfulness for Stress Reduction & Resilience • Managing Emotions Skills • From Self-Criticism to Kindness • Grief & Loss Support • Queer Womyn Support • Womyn of Color Support Circle • Gay/Bi/Queer/Questioning/MSM Men's Support • General Men's Support • Focus for Success
- Understanding Self and Others

All groups begin in late September or early October. Call CPS at 510-642-9494 to register for the groups. For more information, visit uhs.berkeley.edu/students/counseling.

Dependent Insurance Workshops — for students with dependents

A variety of insurance coverage options are available for spouses, partners and children of students, including a separate insurance plan for dependents of students enrolled in Berkeley SHIP. For details and resources visit uhs.berkeley.edu/students/insurance/families.shtml. Questions? Email ship@uhs.berkeley.edu or calling 510-642-5742.

Breastfeeding Support Program serves students and their spouses/domestic partners who choose to breastfeed after returning to work or school. The program includes breastfeeding classes with a lactation consultant, lactation rooms on campus with hospital-grade breast pumps, sales of breast pumps, and personal kits for use with the pumps in the campus lactation rooms at a discounted price. Please contact Health*Matters at 510-643-4646, hmatters@uhs.berkeley.edu, or visit uhs.berkeley.edu/facstaff/healthmatters/breastfeeding.shtml.

by Carla Trujillo, Ph.D.

Surviving and Thriving in Graduate School

A) Beginning Your Studies:

1. How are your financial needs going to be met? Will you be supported with fellowships, Graduate Student Research or Graduate Student Instructor or Reader positions, loans, or will you have an outside job? It's good to ascertain, if possible, how you will be able to finance your graduate study for the duration of your stay at Cal. Ask your department or advisor if they can provide financial support if you did not receive a fellowship. You will probably need to keep applying for fellowships during the duration of your graduate studies to augment current support or limited time fellowships. For more fellowship information, go to: http://grad.berkeley.edu/financial/fellowships_resources.shtml
2. Given the goals of your intended degree, know the coursework required as well as other requirements (including particulars of prelim/master's qualifying exams) to complete the degree. Find out the normative time to complete the degree. Find out what it takes to enter the Ph.D. program if you've been admitted to the MS/MA degree and would like to continue. Find out if you need 1 or 2 minors and what the limitations are.
3. Meet with a Diversity Officer if the department/division has one, and also speak with current students, supportive faculty, and the Graduate Student Affairs Officer (GSAO) about what courses to take. If possible, avoid professors who have reputations for being non-supportive to students during your first semester. Adjusting to graduate school is difficult enough without having to contend with these kinds of difficulties.
4. Attend the Department orientations at the beginning of the school year. They can be very informative.

B) Your First Semester:

1. It is important to do well during your first semester (3.5+ GPA) if you can, so the *type* of courses you select, and the *number* of courses you select, have to be carefully thought out. You don't want to overload your first semester but you also want to show you're cut out for the program. Consult with your diversity officer, faculty advisor, graduate assistant, or current graduate students for advice. Consider taking a seminar, or 299/ 601 units to lessen the load.
2. If you're planning on pursuing the Ph.D., and have to take either a prelim/Master's exam, ask around about good classes to take to help prepare you. The graduate students and faculty usually know these answers. There may also be old exams to study from.
3. Learn what your weaknesses are, or where you have limited knowledge and take the proper courses to rectify. (Note, this may encompass taking an undergraduate class--possibly more than one.) This is being strategic about insuring your graduate school success.
4. During the first semester begin speaking with professors and their graduate students about their research to see if you are interested in working with that particular professor for your research project. Look up the professor's work on the web and read a couple of their publications before you speak with them.
5. Focus on your intellectual passions, the topic you're really excited about. This is your driving force and will propel you to greater happiness in grad school. Hopefully you'll find a match of your intellectual passion and what you're good at. Graduate students are the chief innovators of invention and thought on this campus. They often inspire their very own research advisors!

C) During the First Year:

1. If you have any difficulty with midterms or final exams, see the professor to discuss how you did and what you can do to improve and learn from your mistakes.
2. Try to have a research project picked out by the end of the first semester or the beginning of the second semester. (This may not pertain to all departments.) If you will be working with human subjects, make sure to fill out an application with the Office for the Protection of Human Subjects at least 3 months prior to your research. Go to: <http://cphs.berkeley.edu/> for more information.
3. If taking prelims/Master's exams, anticipate studying a significant amount of time (20-30 hrs per week) to prepare. Try to get copies of old tests (some depts. provide them), and have study partners. Try not to prepare for this test alone. Also, find out how many chances you get to take the prelim/MS exam.
4. When choosing a research advisor, look for a match of the advisor's research/project, personality, his or her support and **most importantly, belief in you.** This is very important to your happiness and success at Berkeley. You may also need a co-advisor if your research bridges the expertise of your primary advisor. Make sure to communicate well with both advisors.

5. Have an agenda when you meet with your advisor. This way you get all your questions answered and issues covered.

D) Continuing On:

1. Make sure you meet regularly with your diversity officer, the Graduate Diversity Program Director, or someone you can trust to bounce off ideas. Join student groups for other kinds of support. Berkeley has many different student groups. Go to the Graduate Assembly to get the current list of graduate student social groups. They are a great organization. <https://ga.berkeley.edu/>
2. Don't isolate yourself from the department. Go to social functions, retreats, serve on committees, and so on. Form groups to co-support each other—especially if you're learning theory, taking exams, or writing your thesis/dissertation.
3. When conducting your research, make sure you put in the time required (or more), work hard, consistently, independently, but also as a team player. Don't be afraid to be innovative and creative in your thoughts. Sometimes the best innovations occur by accident. Learn new data or language programs as necessary. Do supplemental reading if you think it will help you. Don't be afraid to make a mistake. Some of the best innovations occur from people taking risks, making errors, and learning from them.
4. Make sure you get a desk/office space once you've got a research advisor.
5. Go to conferences and present your research. Have your advisor see your paper before you present it. Do an excellent job when presenting your work. Graduate students presenting a paper can apply for funding from the Graduate Division. For conference travel details, go to: http://grad.berkeley.edu/financial/pdf/travel_grants.pdf
6. Learn to write grant proposals to fund your work. This is good preparation for funding your work in the future and very important for pursuing life in academia and elsewhere.
7. If applicable, begin writing up your results in conjunction with your advisor for publication in research journals. It is very impressive to have publications as a graduate student. These are looked upon as an indicator of your future potential.
8. Prepare for your oral/qualifying examination. Know your subject area(s) and your research project well. Understand how and why things work. Professors on your exam committee will be testing you on conceptual understanding of the material, and may ask you about specific books/ topics/ journal articles. Be prepared to speak well about the research you're undertaking for your dissertation.
9. Conduct practice sessions for your qualifying exam with a team of graduate students or sympathetic faculty, so you become adept at answering questions orally. Do this several times until you are comfortable with this process. (Note: taking an oral exam is very different than taking a written one—practice is essential.) Find out the particulars of your qualifying exam, as it varies by department. Practicing ahead of time is very important to passing oral exams.

E) The Dissertation:

1. Seek a dissertation fellowship, if available, the year prior to your final year. This frees your time to write. It's much harder to try to work and write your dissertation.
2. Put yourself on a timeline to finish. Get buy-in from your advisor regarding this so that you both agree on the timeline.
3. Anticipate delays. Machines break down, things often don't work as planned. Be patient but persistent.
4. Be nice to the GSAO in your department. It can make a world of a difference in how pleasant your graduate school experience goes.
5. Work one day at a time. Try not to look too far ahead. Tell yourself to do work today *for* today.
6. Consider joining a dissertation support group. These can help keep you on track and motivated.
7. Have fun; play an intramural sport, start a new hobby. We have fabulous hiking trails in the hills, and an amazing Cal Recreational Sports Program. Find a sense of community whether on or off campus.

F) Planning Beyond:

1. Before your last year, think about what kind of job you want or where you'd like to teach so that you can begin preparing for the job market. Berkeley has great advisors and workshops for graduate students at the Career Center.
2. If pursuing an academic position, you'll need a C.V. (curriculum vitae), an application letter, a statement of research interests and future research plans, a statement of teaching interests, and teaching evaluations. You should be able to give a one hour lecture on a topic related to your research. Academic interviews often take at least a day. Consider signing up for the Grad Division Summer Institute to learn more about applying to a faculty position. For more information, please visit: http://gsi.berkeley.edu/conf_wkshop/SummerInstituteGuidelines.html
3. Make sure you find a mentor to help you through the tenure/new professor process if possible. Or, if you fail to find one, stay in contact with your former advisor. You may also have contacts in other schools to speak with. Try to stay in touch with your fellow alums in case you need to help each other in some way.
4. Post-docs may also be an appropriate undertaking in some departments. Consider applying to both post-docs and teaching jobs to maximize your options.

Enjoy your time at Cal!

Residency Cheat Sheet

10 things graduate students need to know about California residence for purposes of tuition and fees.

1 The University of California Regulations for Residency Purposes of Tuition and Fees *differ* from those of other California public post-secondary institutions. They also differ from Admissions and Financial Aid regulations.

3 The term “California resident for purposes of tuition and fees” comes from the University’s residence regulations and *differs* from other definitions of California residence. For example, a person who is a California resident for tax or voting purposes will not necessarily be a resident for purposes of tuition and fees. Admissions and Financial Aid definitions of resident also differ. They do not confer residence for purposes of tuition and fees.

5 In order to establish residence in California for purposes of tuition and fees, **you must have the legal ability to establish a permanent domicile in the United States**, meaning you must be a citizen or permanent resident of the United States or hold a valid, qualifying nonimmigrant visa.

7 **It is your burden to prove, by clear and convincing evidence, that you have satisfied all applicable UC residence requirements.** Financial hardship cannot be considered in evaluating whether you are able to qualify for California residence for purposes of tuition and fees.

9 You normally cannot establish California residence for purposes of tuition and fees while maintaining legal ties to another state or country (e.g. state tax liability, driver’s license, voter’s or vehicle registration). Further, if you have moved to California primarily to attend UC Berkeley, you are here for educational purposes and are not eligible for a resident classification for purposes of tuition and fees.

2 Upon admittance to the University of California, **you must first complete a Statement of Intent to Register.** However, your resident or nonresident classification is determined for purposes of tuition and fees *only after* you have completed and submitted a Statement of Legal Residence to the campus Residence Deputy.

4 You *do not* become a resident for purposes of tuition and fees simply by living in California for 366 days or more, even if you are in a Master’s or PhD program. **The length of time you attend UC Berkeley or live in California is not the sole determining factor of residence.**

6 Graduate students over the age of 24 by Dec. 31 of the year resident classification is sought are presumed to be financially independent. Graduate students under the age of 24 whose parents qualify as California residents under UC residence regulations *do not* have to verify that they are financially independent. Graduate students whose parents are not CA residents must demonstrate that they were not claimed as dependents for the most recent two calendar years prior to the term for which a resident classification is sought. Graduate students who are graduate student instructors, teaching or research assistants, or teaching associates employed at 49% time or more (or awarded the equivalent in University-administered funds, e.g. grants, stipends, fellowships) in the term for which resident classification is sought may be exempt from the financial independence requirement.

8 The UC residence regulations require that you prove **all of the following:**

- 1) at least 366 days of physical presence in California,
- 2) concurrent intent to permanently remain in the state
- 3) financial independence.

10 This is only a summary of the main UC regulations for California residence for purposes of tuition and fees. **Please access the UC Residency Policy for details (<http://ucal.us/fSuZtr>) or contact the Residence Affairs Unit at UC Berkeley.**

Residency FAQs

What is MyResidency?

MyResidency is an online portal (or.berkeley.edu/myresidency) where students can view their checklist, upload supporting documentation, and view letters from the Residence Affairs Unit. Make sure to check MyResidency often if you're petitioning for residency for purposes of tuition and fees.

What should I do once I arrive?

- ◆ **Document your presence in the state** as soon as you arrive. Save airline tickets or bank/credit card statements showing you were physically present in California one year prior to the beginning of the term for which you are seeking resident classification.
- ◆ **Establish a California driver's license or state identification card** within 10 days of arrival. Surrender all out-of-state driver's license and identification
- ◆ **Establish a California residence** in which you keep your permanent belongings.
- ◆ **Register your vehicles(s) in California** within 20 days of arriving. Also, register to vote and vote in California elections.
- ◆ **Pay California income taxes as a resident** on all taxable income earned after your arrival and file California resident or part-year resident tax returns. File nonresident or part-year resident out-of-state tax returns if you have out-of-state taxable income prior to arriving in California.
- ◆ **Designate and use a California address** as your permanent address on all records (school, employment, tax forms, military, bank accounts etc.).

What about non-academic periods?

Remaining in California during non-academic periods is a strong indicator of your intent to make California your home. You'll be required to document that you were physically present in the state for at least 2 of the 3 months during the summer previous to the term you are petitioning for residency. Other non-academic periods will not be an issue

if you provide strong indicators of intent. If you must leave the state for academic-related reasons (such as research), you may be required to provide proof of your whereabouts. Please contact the Residence Affairs Unit for more questions.

Q I graduated from a California high school. Do I qualify for any exemptions?

A You may be eligible for an exemption if you:

- ◆ have attended a high school in California for 3 or more years, and
- ◆ have graduated from a California high school or attained the equivalent thereof, and
- ◆ not be a nonimmigrant (e.g. students holding an F-1 or J-1 visa)

If you believe that you are eligible for this exemption, you will be required to complete and submit an Application and Affidavit, and your official high school transcript.

Q How long does it take to receive an answer once I submit all of my documents?

A Students usually receive a classification notice in 2 to 3 weeks.

My petition was denied. Can I appeal?

You have the opportunity to appeal to the UCOP Office of the General Counsel (OGC). You must do so in writing to OGC within 30 days of the date of your nonresident letter. Information regarding how to appeal can be found at: http://www.ucop.edu/general-counsel/_files/ed-affairs/uc-residency-instructions-appeal-form.pdf

Have a question?

Contact us at:
orres@berkeley.edu or 510.642.7209

Did you know?

If you are determined to be a non-resident but want to submit a Statement of Legal Residence for a subsequent term, you must file the online form for that term in BearFacts. Just make sure to check the deadlines page at: registrar.berkeley.edu/registrar/deadline.html.

ACADEMIC SERVICES, GRADUATE DIVISION, UNIVERSITY OF CALIFORNIA, BERKELEY

The Graduate Division Academic Services Unit assists graduate students in the development of academic skills necessary to successfully complete their graduate programs and prepare for future faculty and professional positions. This unit offers workshops on topics such as academic writing, grant writing, dissertation writing, editing, and preparing articles for publication, in addition to writing groups and individual consultations on these topics for graduate students.

ACADEMIC PUBLISHING WORKSHOPS

How to Get Published: A Workshop on Academic Publishing. This two-hour workshop covers the basics of academic publishing. Topics to be discussed include the following: revising a dissertation for publication; approaching publishers; submitting articles to journals or to anthologies; formulating a second book project.

ACADEMIC WRITING AND EDITING COURSES, GROUPS, AND WORKSHOPS

Academic Writing: Grants, Papers, and Publications. What exactly is academic writing? As a scholar, there are a variety of forms in which you will write about your research, e.g., grant proposals, short papers, longer seminar papers, articles, book reviews, and dissertation chapters. How do you learn these different genres? How do you learn the skills necessary to become a successful academic writer? These are some of the questions that will be addressed in this workshop.

Academic Writing Group. The purpose of the academic writing group is to provide graduate students with information on how to write about their academic research and how to improve their writing styles and skills.

Academic Writing Group for International Students. The purpose of this academic writing group is the same as the one above but it is geared to non-native speakers of English.

Editing and Revising Writing Workshop. This workshop covers the following topics: 1) how a professional editor works with a manuscript; 2) how one can use the techniques of an editor to revise one's own writing; and 3) how one can diagnose and avoid common writing errors and weaknesses. The goal of this workshop is to enable one to step back and use the skills of a professional editor to revise and improve one's own writing.

Graduate Student Professional Development Program (GSPDP) 320: Academic Writing for Graduate Students. This two-unit course is offered every spring semester. It provides graduate students with formal instruction in the genres and mechanics of academic writing at the graduate and professorial level.

Scientific and Technical Writing Workshop. This workshop provides an introduction to effective scientific and technical writing.

DISSERTATION-WRITING WORKSHOPS AND GROUPS

Dissertation Writing: What You Should Know BEFORE You Start. There are many things you can do now to prepare for the most challenging task of completing your graduate program: writing the thesis or dissertation. Whether you are a first-year student or getting ready to take your candidacy exams, how you approach your current academic work may greatly facilitate your writing later. This workshop will focus on how to start developing strategies now that will lead to the successful completion of your graduate career.

Dissertation-Writing Workshop: Strategies and Pitfalls. This workshop focuses on the basic strategies of successfully writing a doctoral dissertation. It covers both strategies for organizing a large research project and for writing up the results of that project.

Dissertation-Writing Group. The dissertation-writing group provides ongoing support to graduate students who are in the process of writing their dissertations. This writing group meets for two hours once a week throughout the semester.

GRANT-WRITING WORKSHOPS

How to Write an Academic Grant Proposal. This introductory two-hour workshop provides an overview of the grant-writing process, highlighting the most important elements and procedures.

Applying for a Fulbright-IIE Grant. This workshop for undergraduate and graduate student applicants will provide an introduction to the application process for the Fulbright-IIE grant. Students are encouraged to bring their own copies of the Fulbright application and booklet to the workshop. This workshop is offered in conjunction with the Graduate Fellowships Office.

A Workshop for Undergraduates Applying for a Fulbright-IIE Grant. This workshop is geared for undergraduates who will be applying for Fulbright-IIE grants this fall. We will go over the various stages of applying for a Fulbright-IIE grant and discuss the preparations students should begin now in order to turn in a competitive application in the fall.

GRANT-WRITING WORKSHOPS (CONTINUED FROM OTHER SIDE)

How to Write a Grant Proposal for Dissertation Funding. This more advanced workshop is geared for students who will be applying for dissertation funding and subsequently writing longer grant proposal essays. Some familiarity with grant writing is preferred.

Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) Program Fellowship Workshop. This workshop will provide an introduction to the Fulbright-Hays DDRA program, and it is offered in conjunction with the Graduate Fellowships Office.

Other presentations have included the following: Demystifying the Grant Process—Grant Writing in the Sciences; National Science Foundation Graduate Research Fellowship Workshop; Social Science Research Council Funding Workshop; and Jacob K. Javits Fellowship Program Competition.

HUMAN SUBJECTS RESEARCH WORKSHOPS

Human Subjects Research: What is it? How do you navigate through the IRB process? This is a two-part workshop series for graduate students presented in conjunction with the Office for the Protection of Human Subjects. Workshop I (Fundamentals of Human Subjects Research) covers the basics of human subjects research; Workshop II (Navigating the Institutional Review Board Process) covers the nuts and bolts of submitting a research protocol to the Office for the Protection of Human Subjects.

LITERATURE REVIEW WORKSHOPS

How to Research and Write a Literature Review in the Humanities and Social Sciences. This workshop covers two aspects of literature reviews for those in the humanities and social sciences: 1) how to conduct the literature search and 2) how to subsequently write up the results of that review.

How to Research and Write a Literature Review in the Sciences and Engineering. This workshop covers two aspects of literature reviews for those in the sciences and engineering: 1) how to conduct the literature search and 2) how to subsequently write up the results of that review.

MENTORING COURSE AND WORKSHOP

Graduate Student Professional Development Program (GSPDP) 301: Mentoring in Higher Education. This one-unit course, team-taught by the Director of Academic Services and the Director of the GSI Teaching & Resource Center, is offered every spring semester. It will introduce graduate students to the role of mentoring in U.S. higher education and help guide graduate students as they mentor undergraduates at Berkeley, work in the context of a mentoring relationship with their graduate advisers, and prepare for the mentoring they will do in future academic and nonacademic careers.

Strategies and Skills for Mentoring: A Workshop for Graduate Students. This workshop, offered in collaboration with the Graduate Student Instructor (GSI) Teaching and Resource Center, assists graduate students in establishing and working within the context of mentoring relationships with faculty. It also provides graduate students with strategies and skills that they will need in mentoring undergraduates here at Berkeley and preparing for the mentoring they will do in future academic careers.

STUDENT MENTORING & RESEARCH TEAMS (SMART) PROGRAM

The Student Mentoring and Research Teams (SMART) Program engages doctoral students in creating mentored research opportunities for undergraduate students at UC Berkeley. This program is designed to broaden the professional development of doctoral candidates and to foster research skills and paths to advanced studies for undergraduates. The SMART Program is offered by Graduate Division Academic Services in conjunction with the GSI Teaching & Resource Center. For information about the SMART Program, go to <http://smart.berkeley.edu/>.

SUMMER INSTITUTE FOR PREPARING FUTURE FACULTY

Graduate Division Academic Services, in collaboration with the GSI Teaching and Resource Center, offers a six-week summer institute for approximately forty graduate students who are preparing for future academic positions. Institute Fellows enroll in the core course, "From Graduate Student to Faculty Member," and one elective, either "Developing a Teaching Portfolio" or "Editing, Academic Writing, and Academic Publishing." For information about the 2014 Summer Institute for Preparing Future Faculty, go to http://gsi.berkeley.edu/conf_wkshop/SummerInstituteGuidelines.html.

PRESENTATIONS TO DEPARTMENTS

Presentations to departments on any of the above topics are available upon request.

For more information regarding workshops, writing groups, departmental presentations, or individual consultations, please contact Sabrina Soracco, Director of Academic Services, 321 Sproul Hall, (510) 643-9392, szs@berkeley.edu.

Appointments Resources for Graduate Students

Academic Year 2014 - 2015

Graduate Student Academic Appointments such as **Graduate Student Instructor (GSI), Graduate Student Researcher (GSR), Reader and Tutor appointments** have extensive policy and compliance issues that can be quite complex for a new incoming student to absorb. To assist graduate students in navigating through and understanding the complexities surrounding these academic titles, below is a list of web links to useful information regarding graduate student academic appointments.

- ◆ **Graduate Student Instructor Teaching & Resource Center** • <http://gsi.berkeley.edu>
Provides information on the *Language Proficiency Program for International GSI's*, *Teaching Conferences for first-time GSI's*, *GSI Professional Standards & Ethics Online Course*, *300-level semester-long pedagogical seminar on teaching* and many more resources for new and continuing GSIs.
- ◆ **New ASE Orientation Information** (Human Resources/Labor Relations)
<http://hrweb.berkeley.edu/labor/contracts/BX/orientation-dates>
- ◆ **GSI, GSR, Reader or Tutor Guide** • <http://grad.berkeley.edu/financial/graduate-student-employment/guide/>
Provides information to resources for finding a graduate student academic appointment as well as full descriptions of each of the academic titles above including qualifications and restrictions
- ◆ **Fee Remissions** • <http://grad.berkeley.edu/financial/fee-remissions/>
Describes how fee remission is determined, the definition of the different types of fee remission as well as qualifications and restrictions.
- ◆ **Guide to Graduate Policy, Refer to Section H: Academic Appointments** • <http://grad.berkeley.edu/policy/>

RELATED RESOURCES

Academic Calendars (Office of the Registrar)
<http://registrar.berkeley.edu/CalendarDisp.aspx?terms=current>

Fees & Tuition (Office of the Registrar)
<http://registrar.berkeley.edu/Default.aspx?PageID=feesched.html>

Union Contract Information (Human Resources/Labor Relations)
<http://hrweb.berkeley.edu/labor>

Academic Student Employee Job Opportunities (Human Resources/Labor Relations)
<http://hrweb.berkeley.edu/labor/contracts/BX/job-opportunities>

Bear Facts (Student Systems Information Services & Technology)
<https://bearfacts.berkeley.edu/bearfacts/>

For more information contact
Appointments Office
Email: gradappt@berkeley.edu
Tel: (510) 642-7101

Graduate Student Instructor TEACHING & RESOURCE CENTER

The Graduate Student Instructor (GSI) Teaching and Resource Center is an academic unit in the Graduate Division that prepares graduate students for the teaching they will do at Berkeley and the teaching they may do in future careers. The Center also works with faculty and departments in their role of providing GSIs mentorship in teaching. Please contact us at gsi@berkeley.edu or 642-4456, or stop by the Center, located in 301 Sproul Hall, if you need assistance.

Programs and Services

TEACHING CONFERENCES

The Center sponsors a teaching conference each semester to prepare new GSIs for teaching. The fall conference consists of two full days. The first day addresses teaching in the U.S. Classroom and is geared to international GSIs; the second day provides intensive teaching preparation for all new GSIs, domestic and international. The spring conference offers a full day of teaching preparation for new GSIs.

WORKSHOPS • SEMINARS • COURSES

Workshops on Teaching

Our workshops focus on issues of particular interest to GSIs and are offered throughout the semester. Recent workshop topics have included teaching critical reading; using group work and other active learning strategies; assessing teaching and learning; developing statements of teaching philosophy; and designing courses and course syllabi.

Professional Standards and Ethics in Teaching

This online course, required of all new GSIs, provides instruction on the following topics: Promoting Learning through Diversity: The Inclusive Classroom; Teaching Students with Disabilities; Creating an Educational Environment Free of Sexual Harassment; Fostering Academic Integrity; and GSI Professional Responsibilities and Ethics. Berkeley GSIs, faculty, students, and staff may enroll in and take the course by going to our website.

GSI Teaching & Resource Center

Graduate Division

University of California, Berkeley

301 Sproul Hall #5900

Berkeley, CA 94720-5900

510/642-4456

gsi@berkeley.edu

gsi.berkeley.edu

Hours: 9:00 a.m. to noon/1:00 to 4:00 p.m.

Faculty Seminar on Teaching with GSIs

The Center conducts an annual three-afternoon *Faculty Seminar on Teaching with GSIs* for a small group of faculty. This seminar focuses on how to teach effectively with GSIs and how to enhance faculty-GSI collaboration.

Summer Institute for Preparing Future Faculty

The Center, in collaboration with Graduate Division Academic Services, offers a six-week summer institute for approximately 40 graduate students who are preparing for future academic positions.

Institute Fellows enroll in the core course, “From Graduate Student to Faculty Member,” and one elective, either “Editing, Academic Writing, and Academic Publishing,” or “Developing a Teaching Portfolio.”

Graduate Student Professional Development (GSPDP) Courses

The Center offers credit-bearing, academic courses for graduate students on the topics of *Teaching and Learning in Higher Education (GSPDP 375)*, *Mentoring in Higher Education (GSPDP 301)*, and *Reading and Composition Pedagogy for GSIs (GSPDP 302)*. These courses are listed in the University’s online schedule of classes.

CONSULTATIONS

Consultations with experienced Teaching Consultants are available to individual GSIs, faculty mentors of GSIs, and departments. Video consultations and classroom observations are also available to GSIs who would like to be taped or observed in the classroom and receive feedback on their teaching. All consultations are confidential and are designed to assist GSIs in their development as teachers.

Teaching and the Academic Job Search

Consultations are also available to graduate students seeking academic positions who would like feedback on statements of teaching philosophy and teaching portfolios and assistance in preparing a teaching demonstration for an on-campus job interview.

GRANTS

Course Improvement Grants

These grants provide funding for GSIs who wish to incorporate special projects into their teaching to

increase student learning. Grants have been used to provide stipends for guest speakers, purchase nonstandard course materials, and fund museum or theater visits.

Departmental Grants

These grants provide support for departmental programs that prepare GSIs for teaching. Grants are typically used to establish or enhance 300-level pedagogy seminars, to support a video consultation program for GSI teaching development, or to prepare or revise handbooks and other pedagogical materials. Grants may also be used to enhance the effectiveness of sections in large courses. Further information and application forms can be found at gsi.berkeley.edu.

AWARDS

Outstanding Graduate Student Instructor Award

This award gives campuswide recognition to those GSIs who have demonstrated excellence in teaching. Recipients are presented with certificates of distinction at a spring ceremony that honors them for their outstanding contributions to the educational mission of the University.

Teaching Effectiveness Award

This award recognizes and rewards GSIs who devise solutions to teaching or learning problems they have identified in their classes. Teaching Effectiveness Award essays are published on the GSI Teaching and Resource Center's website.

Faculty Award for Outstanding Mentorship of GSIs

The Center also sponsors the *Faculty Award for Outstanding Mentorship of GSIs*. Statements of mentoring philosophy written by award recipients are posted on the Center's website.

CERTIFICATE OF TEACHING AND LEARNING IN HIGHER EDUCATION

The Center's newest program is its *Certificate of Teaching and Learning in Higher Education* launched in Fall 2012. Certificate requirements include: participation in the Teaching Conference for First-Time GSIs; successful completion of an approved 300-level course on pedagogy in the relevant discipline; successful completion of the GSI Professional Standards and Ethics in Teaching Online Course; participation in six Workshops on Teaching; at least two semesters of teaching as a GSI at Berkeley; classroom observation by a faculty mentor using approved guidelines; development of a course syllabus; use of mid-semester teaching evaluations; creation of a Teaching Portfolio.

Graduate Students who begin teaching in Fall 2012 or after may enroll in the certificate program. For more information, see the Center's website: gsi.berkeley.edu

LANGUAGE PROFICIENCY PROGRAM

The *Language Proficiency Program* provides testing of oral English proficiency and a course (Lan Pro 100A) for prospective GSIs who do not speak English as a native language. All courses combine in-class work, videotaping of teaching, and individual or small-group tutorials.

The Center also offers individual consultations once an international GSI (IGSI) has begun to teach.

LIBRARY

Books, articles, videos, DVDs, and other reference materials that address both practical and theoretical issues in teaching are available in the Center's library and can be checked out for short-term use.

WEB SITE

Our website gsi.berkeley.edu offers a rich array of resources to assist GSIs in their teaching and to support faculty in their role of mentoring GSIs.

Materials include our *Teaching Guide for GSIs*, information on grants and awards, *Teaching Effectiveness Award* essays, *Language Proficiency Program* information, and program and event information.

Materials and speaker presentations from our *How Students Learn* initiative can also be found on our website.

FUNDING

Each year, the Graduate Assembly dedicates one-third of its annual budget to support the funding needs of graduate student groups. The GA funds **registered student groups and student publications**, in addition to **providing space for events**.

The Graduate Assembly also offers **travel awards** for students presenting research at professional and student conferences.

For more information on funding opportunities and deadlines, visit ga.berkeley.edu/funding.

ADVOCACY

The GA represents the interests of graduate students on campus and in the community at the **city, state, and federal level**. The GA appoints graduate student representatives to **campus-wide and administrative committees** to ensure that student opinions on critical issues are heard. Such committees include the Graduate Student Mental Health Advisory Committee, Student Technology Council, and Committee on Student Diversity and Academic Development.

Each year the GA conducts a campus-wide student status survey on student academics, issues of health and well-being, and areas of need. The 2013-2014 survey identified **professional development, mental health services, student-parent support and improved campus security** as key areas of concern for graduate students.

For more information on how to become involved in campus and community advocacy, please visit ga.berkeley.edu.



Your Graduate Education. Your Graduate Assembly.

The mission of the Graduate Assembly is to improve the lives of University of California, Berkeley graduate students and to foster a vibrant, inclusive graduate student community.

LEGISLATION

Interested in getting involved on campus and meeting people from across the university? **Consider becoming a Delegate for the Graduate Assembly**, UC Berkeley's official legislative body for graduate and professional students. Delegate representatives come from all academic units, departments and schools. The GA holds delegate meetings on the first Thursday of every month (with the exception of September) to discuss campus issues impacting graduate students and to create advocacy initiatives to improve the overall graduate experience.

Graduate students also have an opportunity to serve on various campus committees with other students, faculty, and administrators. There are over 70 committees on campus that focus on a range of issues such as mental health and wellness, student fees, classroom policies, work-family, sustainability, and ethics. The majority of campus decision-making takes place in committees, making graduate student representatives a critical source of information for the GA.

For more information about how to become a delegate for your department, visit ga.berkeley.edu/delegates.



PROJECTS

The Graduate Assembly provides resources, advocacy, and programming to the Berkeley's diverse graduate population through nine independent projects, each coordinated by a Berkeley graduate student.

Graduate Student Parent Advocacy Project (GSPA)

The Graduate Student Parent Advocacy Project Coordinator advocates for student parents and develops programs to support their academic and personal success. Additionally, the GSPA provides feedback across all Graduate Assembly committees to ensure responsive standing guidelines, such as ensuring meetings and events are held at reasonable hours, are family-friendly, and that safe, reliable childcare is made available.

Graduate Support Services Project (GSSP)

The Graduate Support Services Project seeks to address issues that can affect the well-being of all graduate students within the campus community, including issues of comprehensive health, mental health, and wellness services; financial and tax literacy; funding opportunities; and any issue that affects graduate students across departments.

Graduate Minority Students Project (GMSP)

The Graduate Minority Students Project advocates for underrepresented graduate students in all aspects of academic life, monitoring all affirmative action policies and procedures as they affect underrepresented students. GMSP also provides direct services to underrepresented graduate students through social receptions, lectures, workshops and educational forums.

Graduate Minority Outreach, Recruitment, and Retention Project (GMORR)

Graduate Minority Outreach, Recruitment, and Retention Project engages directly with underrepresented minority graduate and professional school students across all departments, focusing on issues of admission, retention, and matriculation. They provide direct outreach to undergraduate students through the Getting into Graduate School Program (GiGS) which is dedicated to assisting first-generation or historically underrepresented students pursue a graduate education.

Graduate Social Club (GSC)

Graduate Social Club's purpose is to facilitate social interactions between graduate students from all departments on campus and thereby establish an environment at UC Berkeley that embodies open-mindedness, professional collaboration, mutual support, camaraderie, and friendship. The GSC hosts one large event each semester as well as monthly mixers, game nights, and other social events.

Graduate Women's Project (GWP)

The Graduate Women's Project is the only program at UC Berkeley devoted solely to addressing the personal, social, and academic needs of graduate women. The GWP serves to connect graduate women to the support systems available on campus and advocate on their behalf at the campus and community level. While the project primarily works on women's issues and interests, it also seeks to address the intersecting concerns for women, including racial and ethnic justice; class inequality; disability and access issues; as well as queer, trans, and gender non-conforming expression, etc.

The Berkeley Graduate (TBG)

The Berkeley Graduate is an electronic publication published by the Graduate Assembly to serve graduate and professional students. The goal of this project is to inform and inspire students by connecting them with the campus-wide community and the work, activities, and issues important to graduate students.

Queer and Transgender Advocacy Project (QTAP)

The Queer and Transgender Advocacy Project seeks to improve the lives and experiences of queer and transgender graduate students at UC Berkeley. QTAP works closely with other GA projects to initiate outreach targeting graduate LGBTQ students at UC Berkeley. Additionally, this coordinator serves as an advocate for LGBTQ graduate students, addressing specific needs and concerns of the community to ensure their success in higher education and beyond.

Women of Color Initiative (WOCI)

The Women of Color Initiative advocates for and organizes events to support and engage graduate women of color. In particular, WOCI coordinates the annual Empowering Women of Color Conference (EWOCC)—which now approaching its 30th anniversary—is an effort to build networks among different generations, ethnic and racial groups, socioeconomic levels, sexual orientations, and physical abilities and create a space wherein women of color are able to dialogue about the issues that matter most to them.

For more information about the projects supported by the Graduate Assembly, please visit ga.berkeley.edu/projects.



All images by Berkeley Photography.

Back-up care. Your hero for the day.



Back-up care is a better way to start your day.

UC Berkeley partners with **Bright Horizons**® to offer the *Back-Up Care Advantage Program*® to undergraduate and graduate students.

The program provides temporary child care during a lapse or breakdown in normal care arrangements when:

- You have a new baby and need care while you transition back to school
- Your child's school or center is closed for breaks, teacher in-service days or inclement weather
- You need extra study time and your primary child care option is unavailable
- You are in between full-time child care arrangements
- Your child is mildly ill and cannot attend their regular care program

Students have access to both center-based and in-home child care for up to 60 hours per fiscal year (July 1-June 30). Center-based child care is \$2/hour/child. In-home child care is \$4/hour/caregiver.

Take the First Steps

It takes up to 10 business days before you can start using the child care service. Get started now!

Online at <http://grad.berkeley.edu/backupchildcare/>

Please note: You will need to identify yourself as a UC Berkeley student and your student ID number will be required to register for the program.

Berkeley
UNIVERSITY OF CALIFORNIA

Family Care. Solved.


Back-Up Care Advantage
A Bright Horizons Solution at Work

ABOUT THE PROGRAM

THE MAIN OFFICE FOR THE EARLY CHILDHOOD EDUCATION PROGRAM (ECEP) is located at 2339 Haste St. in Berkeley. ECEP offers full-time early education and care programs for infants, toddlers and preschool children. All centers provide a nurturing environment with an emergent curriculum that attends to the emotional, social, physical, and cognitive growth of each child with a low teacher-to-child ratio.

Some unique features of our experienced teaching teams are:

- Cultural and linguistic diversity of teachers
- Committed professionals with historically low teacher turnover
- Highly experienced and trained staff; many with California Credentials
- Passionate, warm, nurturing & responsive caregivers

APPLICATION & SCHEDULE

ECEP centers operate Monday through Friday from 7:45 a.m. to 5:30 p.m. ECEP offers year-round and academic calendar year centers. The year-round centers follow the University calendar, with semester breaks of two weeks in December/January and one week in March and one week in August. Academic calendar-year centers are open late August to mid-May. Applications are available at the ECEP office, 2339 Haste St., or online at ece.berkeley.edu.

ELIGIBILITY

Children entering the program must be at least three-months old and not yet eligible for entry to first grade in August of the year of enrollment. Vacancies will be filled year-round as they become available. Children of UC Berkeley students, faculty and staff are given priority for acceptance; however we do accept community applicants on a space-available basis.

FEE SCHEDULE 2014-15 — STAFF, FACULTY, POST-DOCTORAL, STUDENT AND ‘FULL-FEE’ COMMUNITY FAMILIES (Enrollment is based on full-year contracts.)

| | |
|---------------------------|---------------|
| Infant Classrooms..... | \$2,060/month |
| Toddler Classrooms..... | \$1,846/month |
| Preschool Classrooms..... | \$1,528/month |

UC Berkeley student parents may be eligible for free or reduced early childhood education and care based on family gross income level, adjusted for family size, and need for care as determined by the California State Department of Education.

MEALS

Healthy breakfasts, hot lunches, and snacks are provided at all centers.

RESEARCH

In addition to the primary goal of providing early childhood education and care to University families, a secondary commitment is that of

facilitating research on early childhood development. Children (and their families) enrolled in the Center may be asked to participate in research programs administered by the University of California.

ECEP CENTERS

HASTE STREET CHILD DEVELOPMENT CENTER

2339 Haste St., Berkeley

This facility features six classrooms with ample outdoor play yards for infants, toddlers, and preschoolers; winner of the University of California/California State University award for Best Integrated Design Process and a Silver LEED award from the U.S. Green Building Council.

THE HAROLD E. JONES CHILD STUDY CENTER

2425 Atherton St., Berkeley

A preschool and research facility for students of child development, designed by the late award-winning architect, Joseph Esherick, as a fresh air, indoor/outdoor environment.

THE CLARK KERR CAMPUS CENTERS

2900 Dwight Way, Bldg. 5, Berkeley

2601 Warring St., Bldg. 15, Berkeley

A newly remodeled infant and toddler center, and a preschool center, are tucked among the trees and sprawling lawns on the quiet Mission-style Clark Kerr Campus.

THE UNIVERSITY VILLAGE CENTER IN ALBANY (UVA)

1123 Jackson St., Albany

A newly remodeled center for older toddlers and preschoolers, located in an internationally and culturally diverse family living community.

DWIGHT WAY CHILD DEVELOPMENT CENTER

2427 Dwight Way, Berkeley

The Dwight Way Center, scheduled to open in August 2014, is currently taking enrollment and will provide early education and care services for 24 toddlers and 18 infants. The building will be Silver LEED certified.



REVISED: July 10, 2014



The Berkeley Graduate

By • For • About • Graduate Students



Berkeley Photography

**your news source •
writers wanted**

theberkeleygraduate.com | facebook.com/theberkeleygrad | [@theberkeleygrad](https://twitter.com/theberkeleygrad)



A PROJECT OF THE UNIVERSITY OF CALIFORNIA, BERKELEY
GraduateAssembly



The Berkeley Graduate

By • For • About • Graduate Students



Your news source

Why are these students protesting?
How will Congress affect my
funding? FIND OUT at:
The Berkeley Graduate,
the University's student-run news
outlet for graduate students. Like
us on Facebook or follow us on
Twitter for the latest news and updates.



Your voice matters

Like to write? Need some cash? We're recruiting!
Give us a look into your department and how you
see the University. *The Berkeley Graduate* is
currently hiring staff writers at \$30 per story.
Find details at TheBerkeleyGraduate.com

theberkeleygraduate.com | facebook.com/theberkeleygrad | [@theberkeleygrad](https://twitter.com/theberkeleygrad)



A PROJECT OF THE UNIVERSITY OF CALIFORNIA, BERKELEY
GraduateAssembly

Health at Every Size: Conversation, Workout & Lunch

“Health at Every Size is based on the simple premise that the best way to improve health is to honor your body. It supports people in adopting health habits for the sake of health and well-being (rather than weight control).” (haescommunity.org)

When: Tuesday, September 30th at 12-1:30pm

Where: Anthony Hall

Light lunch will be served 1-1:30pm

***Student ID required**

Please RSVP @ gwp-ga@berkeley.edu



RACHEL MARCUS
PERSONAL TRAINING
FITNESS FOR THE BODY YOU'RE IN

Join ACE Certified Personal Trainer, Rachel Marcus, for a discussion about incorporating Health at Every Size into our lives and ways of moving. Explore weight-neutral approaches to fitness and ways to enjoy movement with a perspective of self-care, self-love and mindfulness. Participate in a gentle, 20-minute workout, easily adaptable to the lives of busy graduate students. Stick around for a Q&A and lunch! rmarcusfitness.com





The Graduate Assembly

Join Your Graduate Assembly in Kicking Off the Semester!

From the **Welcome Back Party** to **Empowering Women of Color Conference**, **free tax consultation** to **workshops for student parents**, **The Berkeley Graduate** to **caucus on Queer and Transgender Advocacy**, the Graduate Assembly is working to improve the lives of graduate and professional students and create a vibrant and inclusive graduate community. In addition to funding student groups and serving as the official legislative body for all graduate and professional students, the GA provides resources and advocacy through several independent projects and events. **Join the Graduate Assembly in kicking off the year with a series of welcome back events! For further event details, visit: facebook.com/BerkeleyGA.**

New Graduate Minority Student Orientation

Wednesday, August 27th, 2-5pm

Anna Head Alumnae Hall

All are welcome to come mingle, meet new and current graduate students, and get useful information about resources for minority students.

Graduate Women Project' & Graduate Student Parent Project's Welcome Back Mixer!

Thursday, September 4th, 4:30-6:30pm

Anthony Hall

Come mix and mingle with fellow graduate students! Children welcome. Food and refreshments served. Student ID required.

Women of Color Kickoff Happy Hour

Wednesday, September 10th, 5-8pm

Anthony Hall Patio

Free food and drinks.

Valid photo ID for alcohol required.

Graduate Social Club Welcome Back Party

Friday, September 12th, 6:30pm

Under the Campanile

Free food and drinks. Student ID required.

Valid photo ID for alcohol required.

Welcome LGBT Graduate Student Reception

Thursday, September 18th, 7-9pm

Anthony Hall

Health at Every Size:

Conversation, Workout & Lunch

Tuesday, September 30th, 12-1:30pm

Anthony Hall

Light lunch will be served 1-1:30pm

Student ID required.

Please RSVP @ gwp-ga@berkeley.edu

Join ACE Certified Personal Trainer, Rachel Marcus, for a discussion about incorporating Health at Every Size into our lives and ways of moving and a gentle, 20-minute workout.

The First Graduate Assembly

Delegates Meeting of 2014-15

Thursday, September 11th, 5:30pm

Anna Head Alumnae Hall

Join the GA, meet new students and stay informed.

Dinner provided. If you are interested in becoming a delegate for your department, please visit ga.berkeley.edu/delegates for more information