



Date: April 19, 2021
To: Deans, Chairs, Head Graduate Advisors, Equity Advisors, Graduate Student Affairs Officers
From: Lisa García Bedolla, Vice Provost for Graduate Studies and Dean of the Graduate Division
Re: **Revision to Enrollment Requirement for Plan II Master's Students to File for Summer Degree**

I write to inform you of a revision to the policy about **enrollment requirements for [Plan II master's students](#) who wish to file for their degree during the summer**. This change is designed to ease their financial burden as they complete their degree requirements.

Previously, students who wished to file a thesis (Plan I master's) or dissertation (PhD) in the summer, had been enrolled in the previous spring semester and had not been on Filing Fee status at an earlier point in time, were allowed to file in the summer without enrolling in Summer Sessions. This allowance did not apply to Plan II master's students.

As of summer 2021, **Plan II master's students will also be allowed to file in the summer without enrolling in Summer Sessions IF they were registered in the immediately-preceding spring semester and IF they have not previously held Filing Fee status.**

Any graduate students who were not registered in the immediately-preceding spring semester or who have already held Filing Fee status previously must register for one (1) unit with Summer Sessions if they plan to file for their graduate degree by the final day of the summer term.

We hope that this revision will relieve some anxiety for your Plan II master's students.

International students must consult the Berkeley International Office well in advance of planning to file so that their specific enrollment and visa requirements may be met. It may be necessary for them to enroll for a Summer Session unit to meet visa requirements.

This memo supplements those of [April 8, 2015](#): Filing Fees for Graduate Degree Conferral in Summer and [September 25, 2018](#): Minimum Enrollment in Summer Sessions to File for Graduate Degrees.

Current Filing Fee policies for the fall and spring semesters have not changed and can be found in the [Guide to Graduate Policy](#). The minimum enrollment requirement for students who were not enrolled in the previous spring semester or who have already held Filing Fee status remains the same (View the relevant [Graduate Division memo](#).)

Sincerely,

Lisa García Bedolla
Vice Provost for Graduate Studies and Dean of the Graduate Division