

## NEW GRADUATE STUDENT CHECKLIST

- Carefully review the UC Berkeley Graduate Division's new student guide titled "Where to Begin," available online at [http://grad.berkeley.edu/wp-content/uploads/where\\_to\\_begin.pdf](http://grad.berkeley.edu/wp-content/uploads/where_to_begin.pdf)
- Complete all "Tasks" on your CalCentral Dashboard. Tasks include but not limited to:
  - Mailing your official transcripts to Graduate Admissions (318 Sproul Hall #5900, Berkeley, Ca 94720)
  - Completing your Statement of Legal Residence
  - Completing your NIF forms (International Students Only)
  - Creating your Berkeley.edu email address through bConnected
  - Sign up for the **mandatory** online and in-person [Sexual Violence Sexual Health Prevention Trainings](#)

If you have questions about any of these steps, please contact the Graduate Admissions Office at [gradadm@berkeley.edu](mailto:gradadm@berkeley.edu)

- Review your financial aid package in the "My Finances" section of CalCentral. If you choose to take no action, your fee assessments will be reflected in your "Billing Summary" in CalCentral. If you have any questions, please feel free to contact [sphaward@berkeley.edu](mailto:sphaward@berkeley.edu).
- Keep your contact information updated at all times in CalCentral.
- Learn how CalCentral can save you time, notify you of critical status changes, and help you stay on top of your academic, administrative and campus life activities. <https://calcentral.berkeley.edu/>
- Log in to CalCentral to view your registration appointment time. Registration for Fall for new graduate students will open August 5, 2016. The Program Coordinator from your Area of Concentration will contact you regarding Fall enrollment.
- Pay your fees (or the first installment of your fees) by **August 19**. If you are expecting a fee award or a GSI/GSR fee remission to pay at least 20% of your fees you do not need to make any payments at this time. If you are receiving an SPH Fellowship, the award should process by **August 15**. If you are expecting a departmental/area of concentration fellowship, please contact your program coordinator. You can pay online at CalCentral.
- Obtain your Cal 1 Student ID card. Visit 110 Cesar Chavez Student Center (located in Lower Sproul Plaza) to have your picture taken and obtain your ID. The office is open from 9am-5pm, Monday-Friday. You will need to have your Student ID Number (SID) and a photo ID ready.
- Participate in School of Public Health and campus-wide Welcome Week activities beginning on **Monday, August 22**. A full schedule of Welcome Week activities will be forthcoming.
- You will be charged a \$150 late fee if you are not officially registered by the end of the third week of classes (**September 9**). This is also last date to add or drop a class without a fee. After this date, a \$5 fee will be charged for each course added, a \$10 fee for each course dropped. The second installment or balance of your fees is due on **September 15**. Late fees will begin to apply after this date. An installment plan is available <http://studentbilling.berkeley.edu/deferredPay.htm>
- Fall semester begins **Wednesday, August 17**. **Wednesday, August 24** is the first day of instruction. Contact your program manager/coordinator if you have any questions about your program and/or courses.