

## Top 10 Frequently Asked Questions about: *Registration*

### 1. What is my CalNet Student Identification Number (SID)? What is my Passphrase?

Your SID is first assigned to you upon your application to the school. It will be your unique identifier throughout your career at UC Berkeley (it's a good idea to memorize it as you will use it often). Your Passphrase will also remain the same and will be used as a password to access various resources like Berkeley's internet system, library databases, and the Telebears and Bearfacts sites.

### 2. How do I register for classes?

To register for classes visit the Telebears website (<http://telebears.berkeley.edu>) and log on with your CalNet ID and passphrase. You will be able to choose courses from class schedules. Each student has a Telebears appointment phase, and registering during the earlier phases increases your likelihood of enrolling in a class. Many classes on campus are popular and will typically have waitlists. Telebears also allows you to view your class schedule for current and previous semesters. You may also request a copy of your transcript on this site. Be sure to meet with your faculty advisor or consult with the program assistant for your area of concentration to ensure you are fulfilling school-wide as well as program course requirements.

### 3. How do I view my grades, registration status, class schedule, and financial aid information?

Bearfacts is the Berkeley website that allows you to view grades, registration, class schedules and financial aid information. You can update your personal information, accept or decline financial aid loan offers, and view your grades. To log on you will need your CalNet ID and passphrase. Visit: <http://bearfacts.berkeley.edu>.

### 4. How do I pay my fees?

If you are receiving financial aid, your fees will be paid directly by the school. If you are making payments out-of-pocket you have to pay in person at 140 University Hall. Fees must be paid during Welcome Week.

### 5. How do I set up my e-mail account?

Visit the Calmail page (<http://calmail.berkeley.edu>) and follow instructions provided under the "New Account" option.

### 6. Where do I get a Cal Student ID Card? How about my AC Transit Class Pass?

You can obtain a Cal Student ID Card at 110 Cesar Chavez Center in Lower Sproul Plaza Monday through Friday between 9am and 5pm. You will need a valid photo ID and your SID. The card is free, although there is a fee for replacement cards. Once you have your card you can pick up the AC Transit Class Pass there as well. Attach the sticker to your ID card and use it for unlimited rides on any AC transit bus (including the transbay bus to San Francisco!) Each semester you will need a new Class Pass.

### 7. How can I enroll in the Student Health Insurance Plan (SHIP)?

As a Berkeley student you are automatically enrolled in SHIP unless you waive this insurance by providing proof of being enrolled in another health insurance plan. SHIP is a comprehensive insurance plan that offers 12 months of coverage anywhere in the world. Students can access primary medical care services on campus at the Tang Center through University Health Services (UHS). SHIP also covers care outside UHS, hospitalizations, and referrals to specialty care. In addition, SHIP includes dental coverage. Vision care is not included but can be accessed at a discount through the UC Berkeley School of Optometry. For more information on SHIP visit: <http://www.uhs.berkeley.edu/students/insurance/SHIPFAQs.shtml#3>. For information on UHS visit: <http://www.uhs.berkeley.edu>. For information on the School of Optometry visit: <http://www.caleyecare.com>.

### 8. I just moved, how do I update my personal information with the school?

Update your personal information in two places. On Bearfacts, and at the SPH Student Services Office in University Hall.

### 9. I'm not currently a California resident, what steps can I take to have residency by my 2<sup>nd</sup> year?

It is possible to establish California residency by your second academic year. There are strict guidelines to follow including a maximum number of days you can be outside the state. For detailed information visit:

<http://registrar.berkeley.edu/Residency/legalinfo.html>. Do not hesitate to contact the Registrar's Office if you have additional questions. They can be reached at: (510) 642-5990.

### 10. How many units do I have to take each semester? Do I have to maintain a certain GPA?

UCB SPH requires all students to be enrolled in 12 units each semester and maintain a GPA of 3.0.

**If you have additional questions about registration, contact the Program Assistant for your Area of Concentration.**