

TAKING THE NEXT STEP

GRADUATE ADMISSIONS OFFICE ● 309 Sproul Hall #5900 ● University of California, Berkeley ● Berkeley, California 94720-5900
Email: gradadm@berkeley.edu ● Telephone: (510) 642-7405 Phone hours: Mon - Fri, 8am-12pm, 1pm-5pm PST

«LastName», «FirstName» «MiddleName»
«TermYear»
«Degree» in «Major»

SID: «SID»
PIN: «PIN»

Dear «FirstName»:

Congratulations on your acceptance to the University of California, Berkeley. We hope you will decide to attend Berkeley and we look forward to welcoming you to our campus.

We are eager to learn of your decision and have developed a system for you to submit your decision and subsequent forms online. These steps are outlined below. If you are accepting our offer, please complete steps 1 through 3, and one of the options for step 4. If you choose to decline our offer, we would still appreciate you indicating your decision by completing step 1. The policy of the Council of Graduate Schools, to which we subscribe, is that applicants are not obliged to notify a university of their decision until April 15 if the offer includes support in the form of a fellowship or a teaching or research assistantship.

We use SSL (Secure Sockets Layer) to protect your information. If you have any problems accessing the forms, check to see that you have "SSL configuration" enabled. If you are unable to access either the SIR or SLR forms online, please contact the Graduate Admissions Office immediately, either at the e-mail address or telephone number listed above.

STEP ONE: Completing Statement of Intention to Register (SIR).

Please inform us of your decision by visiting https://gradadm.berkeley.edu/grdappl/grd_sir_welcome. Please note that this is **the official method of acceptance** – informing your department alone is not sufficient.

STEP TWO: Activating CalNet ID.

Your CalNet ID is your on-line identity at UC Berkeley and will be used for authentication purposes throughout your time on campus. For this step, you will require your unique SID and PIN numbers indicated in the top right of this document. First, go to the Registrar's Bear Facts Information site at <http://registrar.berkeley.edu/?PageID=BearFacts.html>. From there, click on the "Establish a CalNet ID" link under the section on Accessing Bear Facts. This next screen will walk you through the activation process – remember to create a pass-phrase you will recall easily. If you have ever been a student at Cal or a previous applicant, you may already have an active CalNetId. If you encounter problems with your CalNet ID or password, contact [Cal 1 Card Office](mailto:cal1card@berkeley.edu) at cal1card@berkeley.edu.

STEP THREE: Completing Statement of Legal Residence (SLR).

This form is required of all new students and enables the Office of the Registrar to determine the fees you will be assessed; it must be submitted **by June 15, 2009** to ensure the correct assessment of your fees. Complete this form only after submitting the online *Statement of Intention to Register*. Use your CalNet ID and pass-phrase at <https://sis.berkeley.edu/bearfacts> to access the Bear Facts site. The tab to access the SLR is located in the top left of the Bear Facts screen. Questions regarding the completion of the SLR form should be addressed with the Residency Office at either (510) 642-5990 or orres@berkeley.edu

STEP FOUR: Completing Free Application for Federal Student Aid (FAFSA).

U.S. citizens and permanent residents are required to complete the *Free Application for Federal Student Aid (FAFSA) Form* available on-line at <http://www.fafsa.ed.gov>.

OR

Completing Non-Immigrant Information Form (NIF).

If you are **not a citizen or permanent resident (holding a valid green card) of the United States**, complete the online *Non-Immigration Information Form (NIF)* at <http://berkeleyinternationaloffice.berkeley.edu/nif> regardless of your current or expected U.S. immigration status. You must also use the NIF to request a Certificate of Eligibility form I-20 (F-1) or DS-2019 (J-1) required for a student visa. Due to processing and embassy wait times, apply for your Certificate of Eligibility as soon as possible. If you are unable to access the online NIF, please contact the Berkeley International Office at either nif@berkeley.edu or (510) 642-2818. Their website at <http://internationaloffice.berkeley.edu> also contains useful information about obtaining the visa, orientations, and life at UC Berkeley as an international student.

Additional Information for New Students

- Services, accommodations, and auxiliary services for students with disabilities: The Disabled Students' Program (DSP) at <http://dsp.berkeley.edu/> and (510) 642-0518 (voice); (510) 642-6376 (TTY)
- Web links on housing, health and medical insurance, orientations, and other campus resources. <http://www.grad.berkeley.edu>
- Tuition and fee schedules: Registrar's website at <http://registrar.berkeley.edu/?PageID=feesched.html>.