

# Fall 2012 Fee Remission Program Information

## For Graduate Students

APPOINTMENTS • FALL 2012 FEE REMISSION BULLETIN • UNIVERSITY OF CALIFORNIA, BERKELEY

### Check your current CARS account status on the Bear Facts Web site (<http://bearfacts.berkeley.edu/>).

Fee remissions are a benefit to offset either a portion or all of your assessed fees. The amount of the fee remission you may be eligible for depends on the type of appointment you will hold this semester. Students on Filing Fee status are not eligible for fee remissions.

To qualify for a fee remission you must meet **ALL** of the following criteria:

- 1) Be registered by established university deadlines, but no later than by the end of the third week of classes (**September 7, 2012, for fall 2012**). To be considered registered, you must (a) be enrolled in at least one class; (b) have no current blocks on your record; and (c) pay at least 20% of your fees. Registration status can be confirmed on the Office of the Registrar Web site (<http://registrar.berkeley.edu/regweb.html>) or the the Bear Facts Web site (<http://bearfacts.berkeley.edu/>). You are responsible for meeting all university deadlines for registration and enrollment.
- 2) Be enrolled in at least 12 units, unless already advanced to doctoral candidacy, not later than **September 7, 2012, for fall 2012**, and remain enrolled in at least 12 units for the semester.
- 3) Be appointed for the semester. For dates, see calendar Web site (<http://registrar.berkeley.edu/calendarDisp.aspx?terms=current>).
- 4) Be appointed in a fee remission eligible title at 25% time or greater.
- 5) Meet the academic requirements (minimum GPA, no more than 2 incompletes, etc.) for your type of appointment.

Supporting department time and leave records must substantiate the appropriate percentage of effort throughout the semester.

Check your CARS bill for the dollar amount of each type of fee that you have been assessed by the Registrar, or check the fee schedule on the Registrars's web site at <a href="http://registrar.berkeley.edu/Registration/feesched.html">http://registrar.berkeley.edu/Registration/feesched.html</a>	
TYPES OF FEES REMISSIONS	FEES PAID BY REMISSION
Partial Fee Remission for Graduate Student Instructors (GSIs), Readers, and Tutors working 25% or more time, and Graduate Student Researchers (GSRs) working 25–44% time.	Student Service Fee Tuition Health Insurance Fee *
Full Fee Remission for GSRs working at least 45% time.	Student Service Fee Tuition Health Insurance Fee * Berkeley Campus Fee Class Pass (AC Transit) Fee
Full Fee and Nonresident Supplemental Tuition Remissions for GSRs working at least 45% time.  <b>Note:</b> Only for non-California residents who are: a) pursuing the Ph.D. or professional doctorate (as defined by the student's department) as the terminal degree; b) within the departmentally-established normative time period; and c) not receiving any other support that funds nonresident supplemental tuition. U.S. citizens and permanent residents classified as non-California residents are eligible only for their first year of graduate study at Berkeley.	Student Service Fee Tuition Health Insurance Fee * Berkeley Campus Fee Class Pass (AC Transit) Fee Nonresident Supplemental Tuition Fee

\* Student Health Insurance Plan (SHIP) premiums are automatically remitted as part of the fee remission program unless you have a waiver of health insurance coverage on record at the University Health Services. If a student has a SHIP waiver, then fee remission amounts will be reduced by the amount of the insurance fee. Undergraduate GSI appointees may be eligible for Tuition and Student Services fee remissions only.

(over)

**Failure to meet any of the above requirements will make you ineligible to receive a fee remission.**

## **HERE'S HOW YOUR FEE REMISSION STATUS IS DETERMINED**

The fee remission information reflected in your Campus Accounts Receivable System (CARS) account is based on information prepared by your hiring unit, which submits the data directly to the Office of Human Resources. Questions about your appointment and the fee remission should be directed to your hiring unit.

Since this process may take up to two weeks from the time your hiring unit submits your appointment information to the Office of Human Resources, you should consult your hiring unit for details regarding your specific appointment and to ensure that you have completed all necessary hiring paperwork. If your appointment paperwork is incomplete or not submitted on time, your paycheck and fee remission may be delayed; you are still responsible for covering 20% of your assessed fees by the university deadline and enrolling in at least 12 units, unless already advanced to doctoral candidacy, by the end of the third week of classes.

**If you become ineligible for fee remission at any time in the semester, the entire fee remission credit will be reversed on your CARS account, and you will be responsible for payment of your registration fee balance.**

## **DEFINITIONS OF TYPES OF REMISSIONS**

**Partial Fee Remission:** This type of remission is equal to the amount assessed in CARS for the Tuition, the Student Services Fee, and the Health Insurance Fee if the student has not had the health insurance requirement waived by University Health Services. A partial fee remission does not include the Class Pass (AC Transit) Fee, the Berkeley Campus Fee or any other assessments such as professional degree supplemental tuition (PDST). For eligible undergraduate GSI appointees, this program only covers Tuition and Student Services fees.

**Full Fee Remission:** This type of remission is equal to the amount assessed in CARS for the Tuition, the Student Services Fee, the Class Pass (AC Transit) Fee, the Berkeley Campus Fee, and the Health Insurance Fee if the student has not had the health insurance requirement waived by University Health Services. A full fee remission does not include any other assessments such as professional degree supplemental tuition (PDST).

**Full Fee Remission + Nonresident Tuition Remission:** This type of remission is equal to a Full Fee Remission (see above) plus the amount assessed in CARS for Nonresident Supplemental Tuition. A full fee remission + nonresident supplemental tuition remission does not include any other assessments such as professional degree supplemental tuition (PDST).

## **HOW TO DETERMINE THE DOLLAR AMOUNT OF EACH FEE CHARGED BY THE UNIVERSITY**

To determine the dollar amount of the Tuition, Student Services Fee, Health Insurance Fee, Berkeley Campus Fee, Class Pass (AC Transit) Fee or Nonresident Supplemental Tuition Fee, look at your CARS bill or check the fee schedule on the Registrar's web site at <http://registrar.berkeley.edu/Registration/feesched.html>

## **LAWRENCE BERKELEY NATIONAL LABORATORY APPOINTMENTS**

Students who have Graduate Student Research Assistant (GSRA) appointments at Lawrence Berkeley National Laboratory (LBNL) must remain at LBNL for the entire semester to be eligible for any remissions associated with the appointment. If the appointment is terminated before the end of the semester, the remissions will be canceled, and the student will be required to repay the entire amount of the LBNL remission via a billing in CARS. **If the student begins a GSR appointment on campus at any point after the first day of the semester, that appointment will not be for the entire semester and does not meet the criteria to qualify for the remissions.**