

2014 STAFF DISCOUNT FORM

Berkeley Summer Sessions

1995 University Avenue, Suite 130 (MC 1080)

Phone: 510-642-5611 • Fax: 510-664-9825

summer@berkeley.edu

Berkeley Summer Sessions would like to invite current career, casual, or partial year employees at any UC campus to participate in our summer program at a reduced cost. Save the cost of the Summer Sessions Enrollment Fee (\$335) and take advantage of the chance to attend courses when work schedule or cost might otherwise make attendance difficult. It is our way of saying thanks to dedicated employees for maintaining such an outstanding university.

Current career, full-time casual, or partial year employees at any UC campus, lab, or the Office of the President are eligible. Long-term temporary staff with appointments longer than 6 months are also eligible. You will need the approval of your immediate supervisor, who will certify your eligibility. **Employees who are also continuing UC Berkeley students and researchers who have "courtesy appointments" without salary are NOT eligible.**

Just complete this form and send it to Berkeley Summer Sessions, 1995 University Ave., Suite 130 (campus mail code 1080), with your Berkeley Summer Sessions Domestic Visitor application and your most recent earnings statement or payroll stub. You will be billed for the course fee listed in the Online Schedule of Classes (schedule.berkeley.edu) or on our website (summer.berkeley.edu), and the \$52 document fee if applicable. We will waive the \$335 Enrollment Fee (You may choose to make the full payment by applying online. We will refund \$335 provided that you qualify for the waiver).

NOTE: If you cancel from Berkeley Summer Sessions prior to the "Cancel Registration" deadline, you will be refunded all but the \$100 non-refundable Cancellation Fee. If you withdraw *before* the "Drop or Withdraw for a Refund" deadline, all fees except for the \$335 Registration fee will be refunded. If you withdraw *after* the "Drop or Withdraw for Refund" deadline, you will receive no refund. You can find the Deadline Calendar from our website (summer.berkeley.edu).

THIS SECTION IS COMPLETED BY THE EMPLOYEE

*** ALL FIELDS ARE REQUIRED**

Name		Employee ID #
Position		For How Long?
Address		Which Campus?
Daytime Phone	Evening Phone	E-mail Address

I certify that the above information is true.

Signature

Date

THIS SECTION IS COMPLETED BY THE IMMEDIATE SUPERVISOR

I certify that the named employee meets the eligibility requirements for the Berkeley Summer Sessions Staff Discount.

Signature

Title

Extension

Date

OFFICE USE ONLY

Status Verified

SID

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Signature

Date

2014 APPLICATION FORM FOR VISITING STUDENTS

Berkeley Summer Sessions | 1995 University Ave., Suite 130, Berkeley, CA 94704 | Fax: 510.664.9825 | E-mail: summer@berkeley.edu

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PERSONAL INFORMATION

* Required Field

Last Name* (Family Name/Surname) First Name* (Given Name) Middle Name
as appears in passport

Birthdate* (MM-DD-YYYY) Social Security Number* Sex* (Gender): Male Female

Street Address*

City* State/Province* Zip/Postal Code* Country

E-mail Address* Telephone Number* Fax/Alternate Number

May Campus Directory Services release your address to the public?* Yes No

May Campus Directory Services release your phone number to the public?* Yes No

TRANSCRIPT ADDRESS

* Required Field

You will be mailed an Official Transcript by the end of September 2014. If you do not provide a transcript address by August 15, 2014, one will be mailed to your permanent address.

Please indicate which address you want your transcript sent to*:

Same address as the left (*do not provide an address below*)

Send to a new address (*fill out a different address below*)

Will add an address later (*do so by August 15, 2014*)

Name of the Recipient*

Street Address*

City* State/Province*

Zip/Postal Code* Country

COURSE SELECTION

* Required Field

	Department*	Course Number*	Course Control Number*	Session*	Grading Option*	Units*	Tuition*
<i>Ex.</i>	<i>Statistics</i>	<i>100</i>	<i>12345</i>	<i>C</i>	<i>Letter</i>	<i>2</i>	<i>\$890</i>
COURSE 1	Discussion Section						
	Laboratory Section						
COURSE 2	Discussion Section						
	Laboratory Section						
COURSE 3	Discussion Section						
	Laboratory Section						
COURSE 4	Discussion Section						
	Laboratory Section						

STUDENT INFORMATION

* Required Field

What is your current Visa Status?*

U.S. Citizen Permanent Resident

F-1 J-1 Other _____

If F-1 or J-1, will you return to your U.S. school? Yes No

Name of the school you currently attend*

What is your student status (as of Spring 2014)?*

UCB Extension Student

Attend a California Community College

Attend other Two Year College

Attend a California State University

Attend other Four Year College or University

Enrolling for Future Degree Enrolling for Job Advancement

Enrolling for Personal Enrichment

Have you received the equivalent of a U.S. Baccalaureate (BA/BS) Degree?* Yes No

Will you receive a BA/BS this summer?* Yes No

Have you applied for admission to UC Berkeley for Fall 2014?*

Yes No

Have you attended UC Berkeley before?* Yes No

PAYMENT INFORMATION

* Required Field

The Total of All Course Fees from above* \$ _____ + Enrollment Fee + Document Management Fee **\$52.00** = **YOUR TOTAL FEES DUE*** \$ _____

I understand that Berkeley Summer Sessions is allowing me to register using this paper application due to circumstances that have prevented me from using the online application form. I agree to establish my CalNet ID and pay my fees in full via the MySummer student portal at <https://mysummer.berkeley.edu/mysummer/appStatus.php> immediately upon the receipt of my Application ID number. I understand that my transcript will be blocked, late fees will be assessed and the University may refer my account to a commercial collections agency should I fail to pay my fees.

Signature* _____ Date* _____

STUDENT SIGNATURE

* Required Field

I understand that the admission to Berkeley Summer Sessions is conditional on compliance with University policies, and may be revoked at the discretion of the Dean of Summer Sessions in accordance with the Code of Student Conduct (uga.berkeley.edu/uga/conduct.stm). I also agree to the rules regarding fees, refunds and enrollment changes published on the Summer Sessions website (summer.berkeley.edu), including but not limited to the \$100 NON-REFUNDABLE portion of the fees.

Signature* _____ Date* _____