

Berkeley Global Access

Program Rules and Policies

1. Student must enroll in a minimum of 12 units that includes main campus and Extension courses. No more than 15 units is recommended however a maximum of 18 units is permitted.
2. Student must meet all prerequisite requirements before enrolling in any concurrent or Extension course, or they will be recommended to drop from the course.
3. Student is NOT permitted to take non-credit (NC) courses on campus or through Extension while part of the Berkeley Global Access Program.
4. Student is responsible for confirming with their home university that they are permitted to participate in the Berkeley Global Access Program and that the courses they enroll in will transfer to the home university for applicable credit.

Billing & Payment Policies

1. Your fees will be assessed in [CalCentral](#) in your "My Finances" tab and must be paid in full by the stated deadline. Failure to make payment in no way excludes a student from financial liability.
2. Students are responsible for paying all fees in full by the published deadlines.
 - BGA Program Fee: Due about 1 month before the start of the program. Failure to do so will result in the automatic cancellation of your admission and you will be dropped from the program.
 - Tuition/Course Fees: After you enroll, you will be billed for course fees for every course or unit, as well as lab fees, if applicable). A Registration fee will also be assessed at time of course enrollment & nonrefundable after the start of the term. These fees are due approximately one week after the drop deadline. [Click here to read more about these policies and deadlines.](#)

- International students must also pay the following fees:
 - \$125 International Service fee (assessed at time of admission; nonrefundable after the start of the term or after a visa document has been issued, whichever is sooner)
 - \$900 Health insurance fee is required of all full-time students on an Extension-sponsored student visa (assessed at time of admission & nonrefundable after the start of the term).
- Cancellation/Withdrawal: Any cancellation or withdrawal from the program must be made in writing by the student. To cancel with a refund, students must notify us in writing before the program fee payment deadline. After this date, the program fee will become non-refundable. Certain fees may be refundable until the start of the term, please see [Concurrent Enrollment fees](#) for details.
 - Exception: If you are denied a student visa to come to the U.S. to participate in the program, a refund of the program fee will be granted. Official proof of denial will be required.

Course Enrollment Rules and Policies

5. Student is aware that enrollment in a specific course is never guaranteed and that early submission of a course application is not an assurance that it will be accepted.
6. Student understands that enrollment decisions are made by the appropriate campus department and are based on the number of available seats after matriculated Berkeley students have been enrolled.
7. Student is aware that it can take up to four weeks after the start of the semester before their final course load is confirmed.
8. Student must adhere to all course enrollment deadlines and be aware that concurrent enrollment students have different add and drop deadlines than Berkeley students. The full schedule of dates can be found on the [Extension](#) website.
9. Student understands they are unable to enroll in any architecture, landscape architecture, real estate, city planning (CED Department) classes.

10. Student understands the Business and Economics departments publish lists of specific undergraduate courses each semester that concurrent enrollment students can apply to and that applications for classes not on those lists will be automatically denied.
11. Student understands that graduate level courses are not available in the following departments: CED, Business (Haas), Law, Physics, CYBER, ECON, and DATASCI.
12. Student understands it is necessary to get advanced permission from the instructor at the start of the semester and meet any applicable prerequisites in order to apply to graduate level courses.
13. Student understands the recommendation to submit at least 10-15 class applications will help with obtaining a full class load during the semester.