

UC Berkeley Pre-College Scholars Non-Credit Program Terms and Conditions Form 2025

Terms and Conditions

Thank you for applying to the UC Berkeley Pre-College Scholars: Non-Credit Track. This form outlines important agreements and expectations to ensure a smooth and successful experience for all participants. Please read each section carefully and acknowledge your understanding of the program's policies, housing arrangements, and community standards. Your agreement to these terms is essential for your participation in the program.

Admission to the program is conditional on compliance with program eligibility requirements & University policies, and may be revoked at the discretion of the Dean of Extended Education.

It is required that you, the student, as well as your parent/guardian review, accept, and sign this form prior to being considered for admission to the program. We strongly recommend that you retain this document for your records.

Program Admission

Application Review and Admission

Applications are reviewed by program staff on a rolling basis and may take between 5-7 business days to be processed. Incomplete applications will not be reviewed and will delay your admission to the Program. Please be sure to check your email regularly as staff will email you regarding incomplete application materials.

You will be notified of admission to the program via the email used in your application. If you are admitted to the program, you will have 48 hours to accept your offer of admission via our [student applicant portal](#). After 48 hours, the offer will expire and your spot in the program will be offered to another student.

_____ (Student's initials) _____ (Parent's initials) I understand that I will be given only 48 hours to accept my offer of admission in my [student applicant portal](#).

Program Waitlist Offer

There are limited spots in this program. If the program reaches capacity, the program will go on a waitlist. On a rolling basis, via email, students will be offered a Waitlisted Admission.

If you wish to be on the waitlist, you will need to accept your Waitlisted Admission offer in the [student applicant portal](#). Your placement on the waitlist is determined by when you accept your Waitlisted Admission offer, no exceptions.

Accepting your Waitlisted Admission offer is the equivalent of accepting full admission to the program. It means that you agree to all program policies and will adhere to all program deadlines. Once a spot becomes available in the program, we will notify you via email and your program admission will be immediately processed.

You will not be asked to accept your offer of admission again. This means that you will be immediately fully admitted into the program and assessed program fees. Payment of fees will be due within 7 days of your admission into the program. If you do not wish to participate in the program, you must cancel your admission by the Cancellation deadline. See section below: *Program Payment, Fees, and Refunds*.

If you change your mind and no longer want to be on the waitlist, you must remove yourself via the [student applicant portal](#). Failure to do so may result in unintended admission into the program.

_____ (Student's initials) _____ (Parent's initials) I understand that if I accept a Waitlisted Admission Offer, I am agreeing to all program policies and will adhere to all program deadlines. If a spot becomes available, my admission will be immediately processed and I will be assessed program fees.

Student Accounts

Approximately 48 hours after admission, you will receive an email with your Student ID number and instructions for setting up your CalNet ID and passphrase. Please do this immediately to complete your admission process.

CalCentral Account

Once you create your CalNet ID and passphrase, you will be able to log in to CalCentral, your main student dashboard. CalCentral is where you will access information about your UC Berkeley student record, complete required tasks, and pay your fees. Failing to complete these tasks in a timely manner will interfere with your ability to participate in the program.

You must complete the Student Financial Agreement task prior to the start of the program.

Note: You will see the following active hold "Visiting High School Student" under your Status and Hold section. This indicates that you are not eligible to enroll yourself in any courses.

bMail account

You will be automatically assigned an @berkeley.edu email account based on your CalNet ID. All official communication will be sent to your berkeley.edu email address. You are strongly encouraged to check it daily to ensure you do not miss important communication, such as billing notices, program information, etc.

_____ (Student's initials) _____ (Parent's initials) I understand that I am required to complete all necessary tasks prior to finalizing my admission in the program and ensure that my student information remains accurate and up-to-date throughout the program duration.

_____ (Student's initials) _____ (Parent's initials) I understand that my Berkeley email address will be the primary means of communication for all program-related matters, and I am responsible for checking it regularly.

Program Payment, Fees, and Refunds

The UC Berkeley Pre-College Scholars: Non-Credit Track Program Fee includes tuition & fees, housing, meals, orientation, excursions & activities, basic health insurance plan, and on-site support. This program fee will be charged immediately upon admission to the program.

The cost of any necessary flights to and from the Bay Area, textbooks, additional health center fees, and all other miscellaneous or personal expenses are the responsibility of the student.

Program Payment Deadlines

Your fees will be billed in your CalCentral account upon acceptance of your admission. All program tuition and fees must be paid within **seven calendar days** or you will be dropped from the program, and your offer of admission will be revoked. Please allow 3-5 business days for payment processing time.

Note: For information on options available for paying charges on your student account visit our Student & Billing Services webpage [here](#). Fee Payment Plan and Third Party Contracts are not accepted payment options for Pre-College Scholars students.

_____ (Student's initials) _____ (Parent's initials) I understand that payment is due within seven days of accepting my admission. Failure to submit a payment within the seven day window may result in the cancellation of my admission.

Other Fees

The Program Fee does not cover the cost of any necessary flights to and from the Bay Area, textbooks, course materials fees, additional health center fees, and all other miscellaneous or personal expenses are the responsibility of the student.

Students enrolled in other special programs, including but not limited to, Summer Abroad or Global Internship program, programs by the College of Environmental Design, professional programs by Haas School of Business or Berkeley Law, may pay additional fee(s) and are subject to additional or separate policies not outlined on the Summer Sessions' website.

Students are expected to resolve any outstanding balances for other fees in their [CalCentral](#) account prior to the end of their summer term.

_____ (Student's initials) _____ (Parent's initials) I understand that I am responsible for resolving any additional fees prior to the conclusion of the program.

Program Cancellation/Withdrawal

To cancel your participation in the program, you must submit a formal request via the [student applicant portal](#). Writing an email or talking to program staff about your intention to cancel is not considered an official request.

The deadline by which to formally cancel your participation in the program with a refund is **Thursday, April 10, 2025**. If you cancel by this deadline you will receive a refund of program fees. After this date, you are financially liable for the full program fee.

_____ (Student's initials) _____ (Parent's initials) I understand that if I no longer plan to attend, I must submit a cancellation request in my [student applicant portal](#) by **Thursday, April 10, 2025** in order to obtain a refund of program fees. After this date, all fees become non-refundable.

Financial Liability and Refunds

The Application Fee for non-UC visiting students is strictly non-refundable, even if a student cancels or withdraws from Summer Sessions.

After the Cancellation deadline (see above), you are financially liable for the full program fee.

Failure to make payment in no way excludes a student from financial liability and is not considered an official cancellation from the program. You will continue to owe all program fees if you cancel or fail to pay after the cancellation deadline.

Fees that are outstanding for more than 60 days will result in a hold on a student's account that will prevent future registration and enrollment. Additionally, after the term ends, students who have a past due balance may face additional collection action including placement with the California Franchise Tax Board and with collection agencies. Student accounts placed with a collection agency may be reported to one or more credit bureaus without further notification. Once referred to a collection agency, you will be referred to that agency for payment arrangements. See [Student Billing Delinquent Accounts](#).

Policy Exceptions: We understand that situations occur that may prevent you from attending or completing the program. See more information on our [Policy Exception process](#).

_____ (Student's initials) _____ (Parent's initials) I understand that failure to pay is not considered an official cancellation from the program and I will continue to owe all program fees if I cancel or fail to pay after the cancellation deadline.

Housing and Community Living

The UC Berkeley Pre-College Scholars: Non-Credit Track is designed to provide students with a unique living and learning experience. Housing is an integral part of this program, fostering a supportive and collaborative environment where participants can connect, grow, and thrive as a community. As room and board are provided by the program, students do not need to make their own housing arrangements. To ensure fairness and balance within the community, all housing assignments are pre-determined, and changes or trades are not permitted.

This residential experience also comes with important responsibilities. Participants are expected to uphold the values of community living by adhering to policies such as curfews, maintaining cleanliness, and respecting guidelines for travel outside the City of Berkeley. These rules are designed to create a safe, respectful, and enriching environment for everyone. Embracing these expectations allows students to fully immerse themselves in this transformative experience.

_____ (Student's initials) _____ (Parent's initials) I understand that I will **not** need to apply for my own housing in this program as room and board is provided by the program and included in program fees. Rooms are pre-assigned in Pre-College residential housing and may NOT be changed or traded with others.

_____ (Student's initials) _____ (Parent's initials) I understand that this is a Residential program, a living and learning community, where I am governed by important policies and regulations that are listed on the Student Code of Conduct including curfews, travel during the program outside of the City of Berkeley, and cleanliness.

Health and Wellness

Mandatory Health Insurance Requirements

All students will automatically be enrolled in the program student health insurance plan.

Medical Information Form

After acceptance into the program, students will be asked to submit the Medical Information form. While providing information on this form is voluntary, students are encouraged to disclose any accommodations (physical, mental, academic, etc.), health conditions, allergies or dietary restrictions on

the form. We will try our best to support any students with accommodation requests and/or health needs. Please reach out to our team with any concerns.

Measles and Varicella Vaccines

All students are required to get the Measles (MMR), and Varicella (chickenpox) vaccines prior to the program. The Varicella vaccine is only recommended if you have never had the chickenpox virus.

If you are unable to obtain the MMR and/or the Varicella vaccines prior to your arrival to Berkeley, you can visit UC Berkeley's University Health Center once you arrive and receive the needed [vaccine\(s\) which are at an additional cost](#). For more information, please visit the [immunizations page](#) on the [University Health Services website](#).

Agreement to Terms & Conditions

By signing this document, you certify and acknowledge that you have reviewed and accept all terms and conditions published on the Pre-College Scholars and Summer Sessions website, in your application, and the policies highlighted above.

If you have any questions about these policies, please review our [Pre-College Scholars Help Center](#) or contact precollege@berkeley.edu prior to signing this agreement.

I have read and understood the provisions of this agreement, and understand that I am free to obtain advice from legal counsel of my choice, at my expense, to interpret these provisions. By signing below, I acknowledge that I have freely and voluntarily entered into this agreement.

I, _____ (Custodial Parent/ Legal Guardian), hereby
First Name Family Name

certify that I am the parent or guardian of the person named above, and I do hereby give my consent without reservation to the foregoing on behalf of them.

Signature of Custodial Parent / Legal Guardian First Name Family Name Date

I have read, understood, and agreed to the terms of this agreement: _____ (Student's initials)

Signature of Student

First Name

Family Name

Date

IMPORTANT: Your application will not be complete until all forms are signed electronically via DocuSign by both the Student and the Custodial Parent / Legal Guardian. The DocuSign packet will be first sent to the student's email address to add their signature, then when completed the packet will be sent to the Parent/ Legal Guardian's email address to add their signature. It is the student's responsibility to ensure that the email addresses of both the Student and the Parent/ Legal Guardian provided in the application are correct.

Please address any questions regarding this form to precollege@berkeley.edu.