EARNING YOUR DEGREE

A Guide for Students in the College of Letters and Science
University of California, Berkeley
Welcome to the College of Letters and Science!

Our College is a fantastic place to study. From the fields of the arts and humanities, the social sciences, the biological and physical sciences, and interdisciplinary studies, you have the opportunity for that most intellectually broadening of all educational experiences — a liberal arts education.

A Berkeley education is broad: from writing skills through quantitative reasoning, from study of our American culture to all the great civilizations of the world, we challenge you to appreciate not only your own ideas but those of others, to think wisely about complex problems, and to broaden your perspectives to include new fields of endeavor.

Over the next years you’ll be finding and focusing on your own direction. This guide provides practical advice about your academic program and describes the regulations which govern studying in our College. Read it through for an overview, then refer to it whenever you have specific questions. It will help you take best advantage of your college years and smooth the way toward a degree. May your time here be an intensely rewarding experience!

Bob Jacobsen
Interim Dean of Undergraduate Studies

Roseanne Fong
Director of Office of Undergraduate Advising
Berkeley’s curriculum is rich and rigorous. To make well-informed decisions about your course of study, you need to ask questions and seek advice.

The professional advisers in the Office of Undergraduate Advising (OUA) can help you plan your academic program, suggest enrichment opportunities, check your progress toward a degree, and explain academic policies and procedures. It is especially important to seek help from the College advisers in your first two years at Berkeley; however, you are welcome to ask for advice throughout your college career. The advisers have access to your records, and they can refer you to other campus services for additional assistance. For more information about OUA services, see “Planning Your Program.”

Finding Answers

Here is how the chapters are organized:

Finding Answers describes the academic support available to you in the College of Letters and Science (L&S)

Planning Your Program reveals the secrets of good planning, describes how to plan at the various stages of your academic career, highlights special opportunities for learning, and discusses enrolling and transferring credit.

Earning Your Degree details the graduation requirements, explains majors and minors, and gives advice on fulfilling your requirements.

Your Status as a Student discusses key events associated with a change in your status (withdrawal, readmission, change of college), answers questions students most often ask about grades, and explains how to prepare for graduation.

The Office of Undergraduate Advising
206 Evans Hall
general information phone: (510) 642-1483
website: ls-advise.berkeley.edu
appointments: bHive.berkeley.edu

This guide will answer many of your questions. It describes what it takes to graduate and how to plan your studies to make the most of your experience at Berkeley. It discusses the standards that the faculty has developed to ensure fairness and consistency in the quality of academic life. It also explains your role and responsibilities in meeting these standards.
The Departments
Research and teaching in special subject areas are organized by departments in the College (e.g., the Department of Anthropology). You'll want to seek out department advisers for pre-major advising. Once you have declared a major (the field of study in which you choose to focus your academic interest), you can direct questions about your major to the undergraduate major adviser or the faculty adviser in that department. We also suggest that you get to know a faculty member in your major field, perhaps someone with whom you share a research interest, so that you can seek this person out for advice about your academic career. Please refer to the L&S website for contact information for majors in Letters and Science: ls-advise.berkeley.edu/major/majorlist.html.

Faculty Office Hours
At the beginning of each semester, all faculty members post the hours during which they will be available in their offices to talk with students. This time is especially reserved for you. Take advantage of these office hours to get to know your professors. Don't be shy! Ask about something that came up in class, ask about their research, ask their advice about your plans — but ask!

Student Services
Berkeley has many services that provide academic, personal, and career support to students. Please refer to the L&S website for more information: ls-advise.berkeley.edu/resources.html.

“Don’t be afraid to ask questions. It can be intimidating to ask a question but it is better to get the correct answer.”

Jennifer Lopez, L&S Intake Adviser
The secret of success at Berkeley is simple: plan ahead. You have so many choices here that planning is critical for achieving your goals and getting the most from your studies. Without a plan, it is easy to drift; with one, you know what you must do and how much room you have to explore new intellectual territory.

Use this section to help you plan your years at Berkeley. Here you will find program planning tools to help you make optimal course choices throughout your college career — that will provide the widest range of possibilities when you are ready to decide which major program is best for you.

For additional program planning resources, click on the “Planning Your Years” link on the L&S Undergraduate Advising web site at ls-advise.berkeley.edu.

In this chapter, you will learn about:

- advising services
- choosing courses at various stages of your academic career
- enrichment opportunities
- professional and pre-professional studies
- enrolling in classes
- transferring credit toward your degree.
The Office of Undergraduate Advising (OUA) in 206 Evans Hall offers information and assistance so that you can make well-informed decisions about your course of study and your progress toward a degree.

The OUA is open all year, Monday through Friday, except during University holidays. Same-day and pre-scheduled advising appointments are available Monday through Friday from 9:00 AM to 3:30 PM. You can schedule an appointment on bHive.berkeley.edu. For general information or to make an appointment with an adviser, call (510) 642-1483. It is important to schedule in advance, since appointments fill up fast, especially during the first several weeks of each semester and during the enrollment period for the next semester.

How To Choose Courses

One of your most important tasks in college is selecting courses. If you choose courses that match your skills and interests, meet graduation requirements, and help you achieve your personal goals, you will be well on your way to academic fulfillment and success. As you progress, you should clarify and, if necessary, redefine your educational goals based upon your exposure to courses, faculty, extracurricular activities, and employment.

The Berkeley Academic Guide lists almost 3,000 courses. If you take 10 courses per year for four years, you will be able to complete only about one percent of the courses available! The question, then, is how do you know which courses to choose?

“In your first years at Cal, you have the chance to discover what interests you most. Sit in on classes. Talk to other students. Visit departments, in person and online. Take advantage of all the options available to you at Berkeley!”

Laura Imai, L&S College Adviser

Using the Office of Undergraduate Advising

Our advisers can help you in person, by phone, or Skype. They have access to your records, can explain degree requirements, and can suggest ways to make the most of your Berkeley academic experience. How to use the Office of Undergraduate Advising:

• Freshmen and sophomores — for help with program planning and advice about a major
• Juniors and seniors — to verify progress in meeting degree requirements and to discuss graduate studies or a career
• All students — to enrich your educational experience at Berkeley

Need a quick answer to an advising question?

• Call in or ask our intake advisers at the reception desk
• Check with a student adviser at one of the blue Peer Advising carts at 206 Evans Hall and in the residence halls.
• Send a query by electronic mail. Our e-mail address is: asklns@berkeley.edu. We try to answer e-mail questions within two working days.
• Attend one of our many workshops about program planning, majors, and other important topics.
Framework For Choosing Courses

One approach is to tap the experience of friends and family. Ask faculty members, advisers, and your classmates about the classes and instructors they consider to be particularly inspiring. Please use the following information to develop your own course selection process.

Key Elements in Course Selection

- Balance the type of courses you take. We suggest taking no more than two similar courses per semester. For example, a balanced program might combine a seminar, a course with a long reading list and written assignments, a lab course, and a course with two multiple-choice midterms and an essay final.
- Make progress toward fulfilling degree requirements. Take some courses to fulfill requirements each semester, and be practical about your choice — for example, the longer you wait to satisfy the Quantitative Reasoning requirement, the more high school math you may forget.
- Take 15 units per term to graduate in four years. Freshmen who wish to take only 13 units in the first semester to ease the transition to Berkeley would need to make up the missing 2 units in a following semester.

Factors to Consider

College-level courses place varying demands on your time and talents. You should weigh and measure each course you plan to take in terms of your overall workload and its relevance to your educational goals and career aspirations.

Here are some questions to ask yourself:

- How much interest do I have in the course content?
- Which skills can I develop by taking this course?
- How does the course relate to my goals?
- Will it provide an opportunity to explore new areas of knowledge?
- Which requirements does it fulfill?
- How well do the professor’s methods of instruction suit my learning style and skills?
- Are tutors, study groups, graduate student instructors, and discussion sections available?
- Am I ready for this course in terms of my background, experiences, knowledge, and previous coursework?

- What are the course requirements? 
  - reading level and amount of reading?
  - problem-solving assignments?
  - laboratory experiments?
  - library research?
  - term papers and other written assignments?
  - studio work, observations, surveys?

- Can I fulfill these requirements in light of the other courses I wish to take?

- Can I undertake the course at this time considering its tests and grading system? 
  - Which skills will be required on the tests? Will there be essay exams or multiple choice?
  - Are midterms and the final evenly weighted, or is the final exam more heavily weighted? What does this mean for me?

If you consider each course with these criteria in mind, you can be confident that you have chosen wisely.

“You’ll have a lot of requirements to think about while you’re here, but don’t forget to explore your horizons and take classes that are just for fun. College is your time to stretch your mind — make the most of it!”

Torey Bookstein, L&S College Adviser
Framework For Choosing Courses

Freshmen — Build your skills and background knowledge, explore and test your interests and goals. Settle on a major focus by the end of your freshman year.

Freshmen interested in science — For some physical and biological science majors, you must take courses in sequence, because science courses build one upon another. If you are thinking about majoring in science, the best way to keep all your options open is to start taking math and chemistry courses immediately.

Sophomores — Complete basic work, including all prerequisites, in your major. Declare a major before the beginning of your junior year. Map out a three-year program and explore career and graduate opportunities.

Juniors — Continue to make progress in your major and complete the skills and breadth requirements. Explore enrichment opportunities such as education abroad programs and research programs.

Seniors — Complete your major; round out your program; pursue opportunities for advanced independent study; put your knowledge to work with field experience, research programs and internships; actively explore a career or graduate study.

Once you have your class schedule set for the fall, you may want to start thinking about how you’ll make the most of your time at Cal. How will you “think outside the book?”

Mark Gotvald, L&S College Adviser
Freshmen and Sophomores: Planning Your Program

Freshmen can meet with their academic advisers in 206 Evans Hall. Review the Berkeley Academic Guide to become familiar with all the departments and courses. To explore a specific major, look for a freshman seminar in the department. For an overview of the majors in L&S, consider enrolling in L&S 1. You will find many areas of knowledge that you were never exposed to in high school and which may excite your interest. Once you have a good idea about what is available, you should identify two or three possible majors then use the planning worksheets at the end of this document.

Course Priorities for Freshmen and Sophomores

We recommend that you complete these courses in your first two years (the list reflects order of priority):

1. Entry-Level Writing and the Reading and Composition requirement

2. Lower division prerequisites for your major

3. Foreign Language and Quantitative Reasoning requirements

4. At least half of the Seven-Course Breadth requirement

5. American Cultures requirement

“Be sure to indulge your intellectual curiosity. Higher education succeeds if it instills in you a desire to pursue knowledge…it fails if you learn simply in order to get a degree.”

Maria DePalma, Assistant Director
Planning Your Program

Step 1: Make a list of the prerequisite courses for each of your possible majors (the prerequisites are listed in the Berkeley Academic Guide and department websites).

- Fill in the majors and prerequisite courses on the “Planning for Your Major” worksheet on page 39.
- Look for overlapping courses — courses which are prerequisites for more than one of your possible majors.

Step 2: Make a second list of introductory courses from departments you wish to explore.

Step 3: Make a third list of courses which fulfill your remaining graduation requirements. Select several alternative courses for each requirement to give yourself the most flexibility.

- Use the “B.A. Degree Audit Worksheet” to mark off requirements that you have already satisfied with high school courses, AP test scores, or credit transferred from another institution.

You should now have three lists of possible courses to take:

- prerequisites to majors
- courses for exploration and enjoyment, and
- courses to fulfill requirements.

Using the criteria described above, select courses from all three of your lists.

Be sure to use the Student Learning Center for study groups, tutoring, and workshops in conjunction with lower division courses, César Chávez Student Center, lower Sproul Plaza.

The sample programs (located in the “Reference” section) for the freshman and sophomore years illustrate typical well-balanced schedules designed so that students are prepared to declare a major in their junior year. Remember, these programs are merely examples. Your task is to design a personal program that is as individual as you are. There is no single pattern for success at Berkeley. Your first two years here are a period of rapid personal growth and challenge. Stay open to the possibilities, even if doing so means redefining your goals and taking an academic direction that may surprise your family and friends.

“Freshman Seminars, study skills and adjunct courses sponsored by the Student Learning Center, and Letters and Science 1 are all excellent classes for new students.”

Sonya Scott, L&S College Adviser
“Pursue truth passionately and study what you truly love. At the same time, remember to couple your academic pursuits with internships. In terms of careers, they may be as important as your Berkeley degree.”

Jesús Arciniega, L&S College Adviser

As a junior or senior, you spend most of your time completing your major requirements. However, you should also devote time to preparing for a career or graduate training. Many of the activities you may want to consider for personal and professional development are described in the section on “Enrichment Opportunities,” below. Here is a preview of some of your options:

- Visit the Career Center.
- Participate in the Undergraduate Research Apprentice Program, or ask a favorite faculty member about research opportunities.
- Get some work experience — try internships, volunteer work, etc.
- Take courses to explore new fields — learn a new language, try a computer class, hone your writing skills, take an independent or group study course that you help design.
- Get to know your professors so that you will have sources for letters of recommendation.

To be sure that you are making appropriate progress toward a degree, you should:
- Consult with individual departments to ensure that the courses you need to take will be offered when you plan to take them — some courses are given only once a year or every other year.
- Meet with your major department adviser to discuss completing your major requirements.
Transfer Students: Planning Your Program

Since Berkeley is likely to be quite different from your previous college, your key task will be to learn how to make the most of your new university experience. We recommend these first steps:

- Visit the department office of your intended major to review which prerequisites you still need to take. (You must declare your major by the end of your first semester.)
- Meet with a College adviser to determine whether you have satisfied all of the College’s breadth requirements.

Remember to bring copies of your transcripts when you meet with advisers. In addition, check out these options:

- Take an Education 198 course offered through the Transfer, Re-entry & Student Parent Center. These courses are designed to enhance academic skills and orient transfer students to campus support services.
- Participate in the Transfer, Re-entry and Student Parents Program. Academic support services include tutoring, study and writing skills support, advocacy, etc., 100 César Chávez Student Center (642-4257) trsp.berkeley.edu.

“Be sure to take advantage of all that this great campus has to offer. If you have some open space in your schedule, take a class for your own personal interest, join a club, or get involved in intramural sports. There are so many amazing opportunities right at your fingertips.”

Maire Lanigan, L&S College Adviser

Course Priorities for Transfer Students
Here’s what to complete, in order of priority:

1. Remaining prerequisites for your major (complete by the end of your first semester)

2. Upper division courses for your major

3. Remaining College breadth requirements*:
   - Quantitative Reasoning
   - Foreign Language
   - Reading and Composition
   - Seven-Course Breadth

4. American Cultures requirement

5. Electives, which might include:
   - courses of interest
   - professional preparation
   - internships
   - a minor

*You may have satisfied these requirements through IGETC or UC Reciprocity.
Enrichment Opportunities

Studying Away from Berkeley
Imagine enriching your experience by studying in a different setting or a different culture for a semester or a year! Plan carefully for this possibility as early as your freshman year to ensure that the time you spend away from Berkeley does not interrupt your progress toward a degree.

UC Education Abroad Program
Berkeley Programs for Study Abroad Office
160 Stephens Hall
(642-1356)
studyabroad.berkeley.edu

The UC Education Abroad Program (EAP) offers undergraduates the opportunity to earn UC credit while studying abroad. EAP participants:
- maintain continuing status as registered Berkeley students
- pay regular UC fees
- enroll as full-time students in the participating foreign institutions
- receive automatic transfer of unit credit for courses approved by the foreign study center directors
- may receive credit for the L&S seven-course breadth
- may fulfill college or major requirements with approved coursework taken overseas
- may apply for a full financial aid package.

Guidelines for EAP
- Complete both semesters of the Reading and Composition requirement before departure. We strongly suggest that you complete the Quantitative Reasoning and Foreign Language requirements as well.
- You must declare a major before departure.
- You must satisfy Senior Residence, either by completing regular Senior Residence before participation in EAP (two semesters and 24 units completed after 90 units earned) or, after your return, by satisfying the Modified Senior Residence for EAP participants (24 units after completion of 60 units, 12 of which must be completed after completion of 90 units).

Study Abroad Programs
There are other study abroad programs not Affiliated with UC. Please ensure that the program you choose is offered by an accredited academic institution or by an agency that can arrange for transcripts from accredited schools.
- Before paying fees to a study abroad program, have an evaluator in the Office of Undergraduate Admissions screen the program to ensure that credit earned at a foreign institution will transfer to UC.
- Consult an L&S adviser regarding program planning and readmission procedures.
- Follow up with a planning session with your major adviser.

UC Berkeley Washington Program
M24 Wheeler Hall Mezzanine
(642-9102)
ucdc.berkeley.edu

The UC Berkeley Washington Program (UCDC) allows participants to undertake internships available only in Washington, D.C., and provides UC students access to research opportunities overseen by Berkeley faculty in the nation’s capital.

Guidelines for UCDC
- Complete a minimum of 60 semester units.
- Possess a minimum 3.0 GPA.
- Satisfy Modified Senior Residence requirement for UCDC (24 units in residence after completion of 60 college units, 12 of which must be taken after completion of 90 units).
**Independent and Group Study**

If you are seeking the opportunity to research issues not covered in traditional courses, you may earn credit for supervised independent study or join a group of students for an organized cooperative study of a particular topic. Independent and group studies are identified by course numbers 97, 98, 99, 197, 198, and 199 and are offered through major programs for Passed/Not Passed credit only.

Faculty members sponsor and advise independent and group study courses. To find a faculty sponsor, look for someone who shares an interest in the topic you want to explore. The major handbooks published by the departments often list the research interests of their faculty members. Start your search early, and ask your friends and instructors for suggestions.

**Guidelines for Independent Study**
- You may not take more than 4 units of 97, 98, 99, 198 and/or 199 courses in any one semester.
- 97, 98, 99, 197, 198, and 199 courses are offered on a Passed/Not Passed basis only.
- You must have a minimum GPA of 3.3 to enroll in a 99 course.
- Departments may impose additional limitations on 97, 98, 99, 197, 198, and 199 courses, subject to approval by the Committee on Courses of Instruction.
- The dean may authorize exceptions to the first four of the above guidelines.

**Undergraduate Research Apprentice Program**

The Undergraduate Research Apprentice Program in the Office of Undergraduate and Interdisciplinary Studies, seeks to involve undergraduates in research and scholarship by pairing them with members of Berkeley’s distinguished faculty on projects that will deepen their knowledge and skills in areas of special interest while enabling them to experience what it means to be a part of an intellectual community.

As an undergraduate research apprentice, students conduct research for a semester or an academic year and enroll for credit or volunteer their time. Requirements for each research apprenticeship vary; some faculty members are looking for nothing more than enthusiasm for the topic, while others need students with distinct skills. Research proposals submitted by the faculty are available in the Office of Undergraduate Research and Scholarships, 5 Durant Hall [research.berkeley.edu](http://research.berkeley.edu).

**Internships**

You can find opportunities for internships in the media, arts, health services, community agencies, government, and the private sector. The benefits of serving as an intern include experiential learning, career development, personal growth, and the satisfaction of helping the community. The best central information source about internships is the Career Center. The Career Center can provide information on Cooperative Education Programs, student employment and community service referral programs, and ways to design an individualized program.

If you are seeking academic credit for field experience, remember that only the faculty can award credit through course enrollment. Some students arrange for independent study credit, and some departments have coordinated their course offerings with internship opportunities.

**Summer Research Opportunity Program for Minority Undergraduates**

The Graduate Division, in conjunction with the Professional Development Program, sponsors a Summer Research Opportunity Program for Minority Undergraduates. The summer program aims to prepare students for graduate study and research careers and to increase the enrollment of students who have been historically underrepresented in graduate school. These summer research internships carry a stipend, require a full-time commitment, and are restricted to juniors and seniors. Interested students should contact the Graduate Division, 424 Sproul Hall.

**Berkeley Connect**

Berkeley Connect is a semester-long program that places undergraduates in small groups, led by graduate students in their majors, for mentoring, conversation, and community-building. The program is designed to help undergraduate students connect with faculty, alumni, and other students. [www.berkeleyconnect.berkeley.edu](http://www.berkeleyconnect.berkeley.edu)
You can benefit from the proximity of Berkeley’s professional schools and colleges, which offer courses that can acquaint liberal arts students with more practical applications of theory. As you plan your four-year program, you might want to explore some of these courses.

The College does not offer special pre-professional programs. Students who plan to enter a professional graduate school usually undertake a normal program leading to the B.A. degree. Most courses required by professional schools are included in the requirements for the B.A. degree, and you can take any additional courses you need as electives.

Explore the requirements for professional schools early in your academic career so that you can plan properly. For example, Berkeley’s Walter A. Haas School of Business accepts students interested in business in their junior year. Brochures about professional schools on the Berkeley campus are available at college or school web sites or offices. You can obtain information about other UC campuses by visiting the appropriate admissions office web sites. For information about non-UC schools, visit the Counseling Center Library, 2220 Bancroft Way or the Career Center.

The Career Center

If you are considering graduate school or have a career in mind that requires special postgraduate training (law, medicine, business, dentistry, pharmacy, optometry, nursing, journalism, veterinary medicine, physical therapy, etc.), you should seek guidance from the Career Center, 2440 Bancroft Way, career.berkeley.edu (642-1716)

Pre-law Curriculum

Law schools do not require a specific major for admission. They are interested in admitting students with well-developed analytical and writing skills. Courses in rhetorical argument, logic, public speaking, composition, and analysis of texts and source documents are good preparation for law school.
Enrolling

Medical schools do not require a specific major for admission; however, specific courses are required. College advisers can help you plan a pre-medical curriculum to complement any of the majors the College offers. Make an appointment to discuss your interest in medicine as early as your freshman year.

The study of medicine encompasses a wide variety of disciplines, including pharmacology, optometry, nursing, physical therapy, genetic counseling, and human and veterinary medicine. For information on the courses required for the various fields of medicine, check with the Career Center, 2111 Bancroft Way (642-1716).

Suggested Pre-Medical Courses

The following course sequences can help you prepare for the MCAT exam and for graduate study in medicine. Actual pre-medical requirements may vary — be sure to check with the schools to which you will apply for their specific requirements. Your choice of courses will depend upon your major as well. For example, if your major is a social science, your pre-med courses can be spread out over all four years.

Note: Medical schools generally will not accept test scores (such as AP exams) in lieu of college-level courses in the subject areas they require for admission.

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<tr>
<th>Year</th>
<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>First</td>
<td>Math 16A, 1A or 10A</td>
<td>Math 16B, 1B, or 10B</td>
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<td>Chemistry 1A</td>
<td>Chemistry 3A</td>
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<td>Second</td>
<td>Chemistry 3B</td>
<td>Additional chemistry course</td>
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<td>(Chemistry 5, Molecular and Cell Biology 100, 102)</td>
<td>(Chemistry 5, Molecular and Cell Biology 100, 102)</td>
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<td></td>
<td>Biology 1A or 1B</td>
<td>Biology 1A or 1B</td>
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<tr>
<td>Third</td>
<td>Physics 8A</td>
<td>Physics 8B</td>
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<td></td>
<td>Upper division biology course</td>
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<tr>
<td>Fourth</td>
<td>Additional science courses (non-science majors often distribute their pre-med courses into the senior year)</td>
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Enrolling

Tele-BEARS | telebears.berkeley.edu

Berkeley’s automated enrollment system, Tele-BEARS, enables you to enroll and change your class schedule online. The system has three phases.
- Phase I - Enroll in up to 10 units plus a physical education activity.
- Phase II - Enroll up to 16 units.
- Adjustment Period: Through the end of the third week of classes, add or drop courses, change grading options, and create your final schedule.

Bear Facts | bearfacts.berkeley.edu

Bear Facts is a system that provides information regarding your registration, grades, financial aid, billing, class schedule, and more. You can also use Bear Facts to change your contact information, order transcripts, view your DARS report, and complete and submit a “Statement of Legal Residence.”

Transferring Credit Toward Your Degree

This section describes the various ways in which you can transfer credit toward your degree. Plan ahead to take advantage of these opportunities. Warning: You may not be simultaneously enrolled at Berkeley and another institution (see “Concurrent Enrollment” on next page).

Advanced Placement Credit

You may earn credit for advanced placement (AP), if you have scored 3 or higher on CEEB advanced placement tests that you took before being admitted to the College of Letters and Science. Please consult the “AP Charts” in the “Reference” section. Note:
- Your AP credit will not be counted against the maximum number of units you are allowed at Berkeley.
- To determine course equivalencies for AP credit, consult the appropriate departments.

Transfer Credit

L&S will allow up to 70 units of community college credit to count toward graduation. Community college credit in excess of 70 units will receive subject credit only toward completing degree requirements. No community college units will be granted after a student has completed 70 units of credit toward the degree at all institutions attended. You may study at another university. Some students find it helpful to take summer courses at colleges in their home towns in order to make satisfactory progress toward their B.A. degree. Check with the Office of Undergraduate Admissions about transferring credit, and have an official transcript sent to Add Credit, Office of Undergraduate Admissions, 110 Sproul Hall #5800, University of California, Berkeley, Berkeley, CA 94720-5800.
University Extension

- University Extension courses with numbers below 200, preceded by an X plus another letter (XB, XR, XL, etc.), are the same as courses offered on a campus of the University and satisfy the same requirements as the campus courses.
- Courses with numbers below 200, preceded by an X alone, may be considered, on an individual basis, for use to fulfill College requirements.

Once you have registered in the College, you must obtain the dean’s approval before enrolling in any Extension courses, if you wish to receive credit for these courses. The College of Letters and Science does not accept Extension courses with numbers in the 300 or 400 series for credit toward the degree.

University Extension Concurrent Enrollment

If you need only one or two courses to graduate, you can save money by registering for regular Berkeley courses through the University Extension Concurrent Enrollment Program (for enrollment information, see extension.berkeley.edu). Unit, grade point, and requirement credit are granted for UC Extension XB courses (those that are deemed officially equivalent to UC Berkeley courses) taken fall 2005 or after. However, you must have completed your Senior Residence requirement, since Extension courses do not apply to this requirement.

Transferring Credit Toward Your Degree

Cross-Registration

Berkeley participates in an exchange program that permits undergraduates to enroll in one course per term at other local universities and colleges (California State University, East Bay; San Francisco State University; Sonoma State University; Dominican University of California; Holy Names University; John F. Kennedy University; Mills College; and St. Mary’s College of California). To apply, you must have a 2.0 GPA, have completed 60 units, and be enrolled in at least 13 units at Berkeley. For additional information and an application, contact the Office of the Registrar, 120 Sproul Hall.

Intercampus Visitor Program

The Intercampus Visitor Program allows undergraduates enrolled on one UC campus to apply to another as an intercampus visitor for one term. Permission to participate in this program is granted on a very limited basis and only for valid academic reasons. Apply at the Office of the Registrar, 120 Sproul Hall.

Concurrent Enrollment

You may not enroll simultaneously in the College of Letters and Science at Berkeley and in another institution. If you have unusual circumstances, meet with a College Adviser to discuss your circumstances before enrolling in the other institution.
Earning Your Degree

This chapter describes what it takes to earn your degree. It details all of the requirements for graduation, explains majors and minors, and gives you advice on fulfilling your requirements.
### Summary of Degree Requirements

This chart summarizes your B.A. degree requirements. Please use it in conjunction with the explanations that follow.

#### Course Requirements

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<th>University Requirements</th>
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<tr>
<td>• Entry-Level Writing (formerly Subject A)</td>
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<td>• American History</td>
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<td>• American Institutions</td>
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<th>Berkeley Campus Requirement</th>
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<td>• American Cultures</td>
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<th>L&amp;S Requirements</th>
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<td>(May be met by IGETC or UC Reciprocity for transfer students)</td>
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<tr>
<td>• Reading and Composition</td>
</tr>
<tr>
<td>• Quantitative Reasoning</td>
</tr>
<tr>
<td>• Foreign Language</td>
</tr>
</tbody>
</table>
| • Seven-Course Breadth Requirement (Seven courses one in each category and no more than two from the same department, distributed as follows:)
  | • Arts and Literature |
  | • Biological Science |
  | • Historical Studies |
  | • International Studies |
  | • Philosophy and Values |
  | • Physical Science |
  | • Social & Behavioral Sciences) |

Please see the list of courses that fulfill each category at [ls-advice.berkeley.edu/requirement/7breadth.html](http://ls-advice.berkeley.edu/requirement/7breadth.html).

#### Credit Requirements

<table>
<thead>
<tr>
<th>Unit Requirements</th>
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<tbody>
<tr>
<td>• 120 total units, including at least 60 L&amp;S units;</td>
</tr>
<tr>
<td>• of the 120 units, 36 must be upper division units;</td>
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<tr>
<td>• of the 36 upper division units, 6 must be taken in courses offered outside your major department.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades</th>
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<tbody>
<tr>
<td>You must earn at least:</td>
</tr>
<tr>
<td>• C average (2.0 GPA) in all courses undertaken at UC, including those from UC Summer Sessions, UC Education Abroad Program, and UC Berkeley Washington Program, as well as XB courses from University Extension;</td>
</tr>
<tr>
<td>• C average in all courses required for your major; and</td>
</tr>
<tr>
<td>• C average in all upper division courses undertaken at Berkeley required for your major.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Requirements</th>
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</thead>
<tbody>
<tr>
<td>• Upper Division/Major: 18 upper division units in residence, including at least 12 units in your major.</td>
</tr>
<tr>
<td>• Senior Year: 24 units of coursework and two semesters in residence in the College after you have completed a total of 90 units.</td>
</tr>
</tbody>
</table>

#### Major Requirements

• Consult an adviser in your major department, the Berkeley Academic Guide at [guide.berkeley.edu](http://guide.berkeley.edu), and department handbooks and web sites.
B.A. Degree Course Requirements

The College of Letters and Science awards a B.A. (Bachelor of Arts) degree. To earn the B.A., you must successfully complete 120 units of coursework and satisfy all requirements for the degree. The course requirements are designed to ensure that you acquire the background and the breadth you need for further learning and that you explore one subject in depth, your major.

University Requirements

All students must fulfill three general requirements that are under the jurisdiction of the University rather than the College of Letters and Science:

- Entry-Level Writing
- American History
- American Institutions

For information about meeting these requirements, please see the Berkeley Academic Guide. To verify that you have satisfied each requirement, contact the Office of the Registrar, 120 Sproul Hall (664-9181). Here are brief descriptions:

Entry-Level Writing (formerly Subject A)

Entry-Level Writing is an English proficiency requirement. If you have not fulfilled the Entry-Level Writing requirement, you should enroll in College Writing 1A. Questions? Contact the College Writing Programs, 120 Wheeler Hall (642-5570).

American History and American Institutions

These requirements are designed to ensure that you have a basic understanding of U.S. history and governmental institutions. They are normally satisfied with high school courses. Questions? Visit registrar.berkeley.edu/ahi.html.

Berkeley Campus Requirements

American Cultures

This requirement is designed to increase your understanding of issues pertaining to race, culture, and ethnicity in American history and society. Courses that satisfy this requirement are listed in the Online Schedule of Classes. Questions? Contact American Cultures, 120 Wheeler Hall (642-2264) or go to americancultures.berkeley.edu.

L & S Requirements

The faculty in the College of Letters and Science has designated three areas that are the building blocks for liberal arts students to proceed toward a B.A. degree. Students must demonstrate essential skills in:

- Reading and Composition
- Quantitative Reasoning
- Foreign Language

Note for transfer students: The Intersegmental General Education Transfer Curriculum (IGETC) or UC Reciprocity may fulfill the L&S skills and breadth requirements.
Letters and Science Requirements

Reading and Composition (R&C)

**Before coming to Berkeley** you may satisfy both halves of the R & C requirement with one of the following scores or grades:
- AP Exam in English Literature & Composition — 5
- International Baccalaureate Higher Level Examination in English Language A1 credential examination — 5
- GCE (General Certificate of Education) “A” Level English Exam — Grade of A, B, or C

You may satisfy the first half of the requirement with one of the following scores:
- AP Exam in English Literature & Composition — 4
- AP Exam in English Language & Composition — 4 or 5

**At Berkeley** you may satisfy this two-semester requirement as follows:
- letter grade of C- or higher in two designated Berkeley courses

**Transfer Credit**
- letter grade of C- or higher in equivalent courses completed in another accredited college. If you receive transfer credit for the equivalent of one half, you must complete the second half of the requirement with one of Berkeley’s “B” courses (or an equivalent at another institution).

**Guidelines for R & C**
- You must complete the Entry-Level Writing requirement before enrolling in a course to fulfill the R & C requirement (College Writing R1A satisfies both Entry-Level Writing and the first half of the R & C requirement).
- Try to enroll in R & C courses as soon as possible — they offer essential preparation for your other University courses, and they fill up fast. Students should enroll in “A” as a freshman and “B” as a sophomore.
- If a transfer course approved for the R & C requirement is offered only on a Passed/Not Passed basis, we will accept the grade of P.
- In general, a course used to fulfill the R & C requirement may not also be used to fulfill a College breadth requirement; however, there are a few exceptions.
- To verify that you have fulfilled this requirement, request a degree audit at bearfacts.berkeley.edu.

Quantitative Reasoning

**Before coming to Berkeley** you may satisfy this requirement with one of the following minimum scores:
- SAT Reasoning Test, Mathematics Section — 600
- SAT Subject Test, Mathematics Level II — Test date before May 1995: 550
- Test date May 1995 or later: 520
- ACT — 28
- AP Exams in Calculus AB or BC — Score of 3, 4, or 5
- AP Exam in Computer Science AB — Score of 3, 4, or 5
- AP Exam in Statistics — Score of 3, 4, or 5
- GCE (General Certificate of Education) “A” Level Mathematics Exam — Grade of A, B, or C

**At Berkeley** you may satisfy this requirement as follows:
- letter grade of C- or higher in
  - any course in the mathematics department of at least 2 semester units other than Mathematics 10, 15, 39, 49, 96, 98, 103, 160, or 199; or
  - any course in the statistics department of at least 2 semester units other than Statistics 39, 98, 198, or 199; or
  - any course in the computer science department of at least 2 semester units other than Computer Science 39, 99, 195, 198 or 199.
- minimum score of 26 on the QR exam given by the mathematics department at the start of the semester; go to math.berkeley.edu for more information.

**Transfer Credit**
- letter grade of C- or higher in a college math, statistics or computer science course of a level and unit value equivalent to one offered at Berkeley.

**Guidelines for QR**
- A self-paced course must be the full unit equivalent of the non-self-paced version of the course that normally satisfies the requirement.
- The course you take to fulfill the QR requirement may not be used to satisfy another College breadth requirement.
- To verify that you have fulfilled this requirement, request a degree audit at bearfacts.berkeley.edu.
Foreign Language

Before coming to Berkeley you may satisfy this requirement as follows:
• letter grade of C- or higher in the third year of a high school foreign language; or
• Subject Test, Foreign Language — Test date before May 1995: 550 — Test date May 1995 or later: 590; or
• AP Exam in a foreign language — Score of 3, 4, or 5; or
• GCE (General Certificate of Education) “A” or “O” Level Foreign Language Exam — Grade of A, B, or C
• International Baccalaureate higher level course in a foreign language — Score of 5, 6, or 7.

At Berkeley you may satisfy this requirement as follows:
• letter grade of C- or higher in the second semester of a foreign language at Berkeley (whether or not you have taken the first semester) or the equivalent at another institution; or
• passing score on the foreign language proficiency exam offered by some departments at Berkeley or at other UC campuses.

Transfer Credit
• letter grade of C- or higher in equivalent courses completed at another accredited college (proficiency exams from non-UC schools not accepted).

Guidelines for FL
• Courses offering only conversation training do not satisfy the foreign language requirement; courses must include training in reading and composition in order to receive foreign language credit.
• Self-paced courses must be the full unit equivalent of the non-self-paced classes that normally satisfy the requirement.
• The courses you take to fulfill the FL requirement may not be used to satisfy another College breadth requirement. However, foreign language courses above the level required for the foreign language requirement may be used to satisfy the International Studies category of the seven-course breadth requirement. To verify that you have fulfilled this requirement, request a degree audit at bearfacts.berkeley.edu.

Seven-Course Breadth

The College faculty believe that students should obtain a liberal arts education. One way they have ensured that students will achieve this is through the breadth of knowledge requirement. This requirement specifies that you take courses in several departments or fields.

Note for transfer students: The Intersegmental General Education Transfer Curriculum (IGETC) or UC Reciprocity may fulfill the L&S skills and breadth requirement.

You must take one course from each of the following seven categories:
• Arts and Literature
• Biological Science
• Historical Studies
• International Studies
• Philosophy and Values
• Physical Science
• Social and Behavioral Sciences

Refer to the L&S Undergraduate Advising web site for current lists of courses for the seven-course breadth requirement. ls-advise.berkeley.edu/requirement/7breadth.html.

Guidelines for Seven-Course Breadth
• You must meet this requirement through coursework, not Advanced Placement or International Baccalaureate credit, since the aim is for you to enrich your education by taking the seven breadth courses in conjunction with your other studies at Berkeley.
• You may take these courses on either a letter graded or a Passed/Not Passed basis, earning at least a C- or a P.
• These courses must be a minimum of 3 units each.
• You may not use courses numbered 98, 99, or above 190 for breadth credit.
• You may use up to two courses from your major department (L&S Discovery Courses exempt).
• You may not use more than two courses offered by any one department. Further courses from that department, even if you take them in their cross-listed form in another department, cannot be counted toward the seven-course breadth.
• Courses may not also be used to meet QR, FL, or R & C requirements (see “Reference” section for a few R & C courses which satisfy seven-course breadth as well).
• While some courses fit into more than one breadth category, no single course may be used to satisfy more than one area.
• The International Studies requirement may be satisfied by completing the third college semester of any foreign language or by completing the second semester of a foreign language other than the one you used to fulfill your College foreign language requirement.
Major Requirements

Your major is the academic subject in which you specialize. All students must complete a major program in order to explore one aspect of intellectual endeavor with coherence and depth.

Choosing A Major

If you are not sure which subject you want to choose as a major, take introductory courses related to the majors you are considering. Learn which courses are prerequisites for these majors and enroll in them to ensure that you will have the necessary background to declare a major. It is wise to prepare for at least one alternative to your first-choice major in case you are not accepted by your first-choice department. The undergraduate assistant in each department can give you information about each major. It is a good idea to visit all of the departments you are considering for a major. You will find the L&S majors and a link to the major web site that will give you department contact information and major prerequisites in the Berkeley Academic Guide.

Declaring A Major

• You may declare once you have completed the prerequisites and obtained approval from a major adviser.
• You must declare a major before the beginning of your junior year, or the College may block your registration.
• In order to be declared in any major in Letters and Science, you must achieve an average of two grade points (equivalent to a C grade) for every unit undertaken in the major program.
• You must declare a capped major by the time you accrue 80 units on your record, including work in progress. (Capped majors are those that are in high demand and may be unable to accept all applicants. Declaration limitations apply; check with the major for specifics.)
• Transfer students: You must declare a major by the start of your second semester, or the College may block your registration. Ask your intended major department to evaluate courses you took at other institutions that might apply toward major requirements. Make sure to enroll during your first semester you take any prerequisites that you lack for your intended major. Always bring copies of your transcripts with you when you visit a major department.
• The “Petition to Declare a Major” is available at the departmental offices or online.

Changing A Major

It is possible to change majors; however, progressing through the requirements of a new major program may involve considerable additional time and effort. While we advise you to choose a major as early as possible, we also urge against undue haste in making this important decision. Take the time you need to explore the field so that you do not commit yourself before you have fully considered its relevance to your interests and abilities. A considered decision will save you time and trouble later on.
• You can change from one major to another by filing a “Change of L&S Major,” which can be downloaded at ls-advise.berkeley.edu/fp/Change_of_LS_Major.pdf.
• You cannot change your major if it will extend your enrollment beyond 130 units.
• You may not change your major during the last semester before graduation.

Major Advisers

Major advisers are available to answer questions concerning your major. They advise students who have officially declared a major or those who intend to declare the major. You can obtain the names of major advisers from the departmental offices.

“Every student has the potential to succeed at Berkeley. I am here to help students find their strengths and passions, and to guide them through their educational journey at UC Berkeley.”

Elizabeth Olin, L&S Project/Policy Analyst

25/ EARNING YOUR DEGREE
Often better than a double major is the combination of your major with one or more minors. With minors, you can coherently pursue your interests in additional distinct fields without delaying your graduation.

Amber Dillon, L&S College Adviser

Declaring a Double Major or a Simultaneous Degree

- To declare a double major, you must submit a “Double Major” application, signed by each major adviser, to the Office of Undergraduate Advising, 206 Evans Hall, where it will be reviewed for final approval.
- To enroll in two bachelor’s degree programs (simultaneous degrees) offered by L&S and another college or school at Berkeley, you must complete the “Simultaneous Degree” application.

Guidelines for Double Majors

- You must have completed at least one semester at Berkeley, satisfied departmental criteria for declaring a major, and be in good academic standing (2.0 GPA or higher).
- You may use no more than two upper division courses to satisfy requirements for both majors.
- A double major will not be approved if you will have completed more than 136 units before your last semester.
- You may not declare an additional major during the last semester before graduation.

Filing A “Petition To Declare A Major”

You must file a “Petition to Declare a Major,” even though you have already indicated your desired major on the application for admission to the University. Indicating a major on your application does not guarantee admission to the major.

To enter a major, you must file a “Petition to Declare a Major,” which is available at the departmental offices or at ls-advise.berkeley.edu. Before filing, inquire how to proceed at the department office of your chosen major — some large departments accept petitions only at certain times during the academic year. Before admitting you to the major, the department will assess whether you have fulfilled the prerequisites and met the grade-point requirements for the major.

Transfer students: You are expected to declare a major in the area in which you have been admitted: biological sciences, humanities, physical sciences, or social sciences.

Need advice about choosing a major?

- Consult with a College adviser in the Office of Undergraduate Advising.
- Talk with the undergraduate assistants in department offices.
- Attend a “Choosing a Major” workshop.
- Use the interest diagnostic testing services offered by Counseling and Psychological Services, 2222 Bancroft Way.
- Visit departmental web sites.
The Minor

The College of Letters and Science offers numerous minors. You will find a complete list of L&S minors here. A minor is an optional program intended to add coherence to work outside your major program. Here are the steps for completing a minor program:

• A minimum of five upper division courses, completed on a letter-graded basis.
• At least three of the five upper division courses must be completed at Berkeley.
• Courses accepted for a minor program may also satisfy College breadth requirements. No more than one of the five required courses for your L&S minor may be included in your major program.
• A minimum overall GPA of 2.0 in upper division courses is required for the minor.
• Work for the minor must be completed within the 130-unit maximum limit for graduation.

Colleges with minor programs outside of L&S:

• College of Chemistry
• College of Engineering
• College of Environmental Design
• College of Natural Resources
• Energy and Resources Group
• Goldman School of Public Policy
• Graduate School of Education

Note: Students should consult the appropriate unit for particulars about minor programs.

Confirming a Minor Offered by L&S

After finishing your minor, submit the “Completion of L&S Minor” petition to the department. The department in charge of the minor program certifies that you have completed the minor. The department notifies the Office of the Registrar, which notes the minor on your unofficial transcript.

“A minor allows for continued intellectual exploration and may complement your major. Such an exploration can be satisfying both academically and personally: it enables you to delve into another discipline and acquire skills that you can use while at Berkeley and beyond.”

Brenaia Blue, L&S College Adviser
B.A. Degree Credit Requirements

Unit Requirements

The unit requirements in the College are designed to ensure that you focus your studies in the liberal arts and sciences, that your studies are at an appropriate level of sophistication, and that you are exposed to scholarly approaches and material other than those of your major.

Summary of Unit Requirements

120-Unit Minimum: You must complete at least 120 semester units to graduate.

60 L&S Units: Of the 120 units it takes to graduate, you must complete at least 60 in L&S courses (courses offered by an approved major program in the College).

36 Upper Division Units: Of the 120 total units, you must complete at least 36 in upper division courses (numbered 100-199).

6 Upper Division Units Outside Your Major Department: Of these 36 upper division units, you must complete at least 6 units from courses offered outside your major department. Courses out side your major department that are cross-listed with courses offered by your department may not be used to fulfill this requirement.

130-Unit Ceiling Policy: You may not continue beyond the semester in which you complete more than 130 units.

Non-L&S Units: You may include in your program as many as 60 units from courses in other schools and colleges at Berkeley. These units count toward the 120 units you must have to graduate but are not credited toward L&S unit requirements.

Maximum Allowable Units for Certain Kinds of Courses: In each of the areas listed below, the maximum number of units you may apply toward your degree is:

- 4 units of physical education activities courses;
- 5 units of computing service courses: Computer Science 3, 3S, the CS9 courses; Engineering 77 and Engineering 77N;
- 1 unit toward graduation for any computing service course taken after completion of Computer Science 61A (formerly 60A);
- 6 units from courses numbered 300-499 (or equivalent courses elsewhere);
- 16 units of special studies courses numbered 97, 98, 99, 197, 198, and 199.

Courses with Variable Units

Some courses are offered on a variable-unit basis. You are responsible for completing the number of units assigned on your class schedule for variable-unit courses. If you fail to complete this number of units, you risk receiving a failing grade in the course. In some cases, instructors may assign a split grade in a course for students who do not complete all the work for which they have contracted. For example, if you are taking a course that is offered on a split-graded basis and you complete only 3 of the 4 units that you have agreed to take, you will receive a passing grade for the units completed and a grade of F or NP for the uncompleted unit. Not all variable-unit courses are offered on a split-graded basis, however. Consult your instructor to learn on what basis a course will be graded, contract initially for as few units as possible, and complete all the units you have agreed to take.

Guidelines for Satisfaction of the 60 L&S Unit Requirement

- If courses from outside the College of Letters and Science are required for your major, you may use these courses to fulfill both major and L&S unit requirements.
- If you are using an approved course offered by one of Berkeley's professional schools and colleges to fulfill your breadth requirements, you may also use the course to satisfy L&S unit requirements.
- You may use graduate-level courses (numbered 200-299) to satisfy L&S unit requirements.
- If an Interdepartmental Studies (IDS) course is sponsored by a department in the College of Letters and Science, you may receive L&S units for the course.
- Courses numbered 300-499 and physical education activities courses will not be counted toward the 60 units required in Letters and Science.
Progress Toward Your Degree

To earn your degree in four years, you should successfully complete 30 units of coursework each year.

- A 15-unit class schedule each semester is considered to be a normal course load.
- A 13-unit class schedule is a minimum course load.
- A class schedule of fewer than 13 units must be authorized by the Office of Undergraduate Advising.

Minimum Progress Requirement

It is important to maintain minimum progress toward a degree. The formula for determining minimum academic progress states that you must have successfully completed a number of units no fewer than the number of semesters in which you have been enrolled on the Berkeley campus, minus one, multiplied by 15. For the purpose of this regulation, summer session will not be counted as a semester. Failing to satisfy minimum progress may also affect your eligibility for financial aid. If you are a student from abroad, failing to maintain minimum progress can affect your international student status. If you fail to achieve minimum academic progress, your continued enrollment is subject to the approval of the dean.

Minimum — You may request permission to take fewer than 13 units if you:

- work 15 hours per week or more at a paid job
- have family responsibilities
- are a senior honor student doing an honors thesis
- have health-related challenges
- are a graduating senior
- enrolled in the Disabled Students’ Program

Maximum — To request permission to take more than 20.5 units:

- see your College adviser if you are undeclared
- see your major adviser if you have officially declared a major.

Residence Requirements

For units to be considered in “residence,” you must be registered in courses on the Berkeley campus as a student in the College of Letters and Science. Most students automatically fulfill the residence requirement by attending classes here for four years. In general, there is no need to be concerned about this requirement, unless you go abroad for a semester or year or want to take courses at another institution or through University Extension during your senior year. In these cases, you should make an appointment to see an adviser to determine how you can meet the Senior Residence requirement.

Upper Division Residence Requirement

- You must complete in residence a minimum of 18 units of upper division courses (excluding EAP units), 12 of which must satisfy the requirements for your major.

Senior Residence Requirement

- After you become a senior (with 90 semester units earned toward your B.A. degree), you must complete at least 24 of the remaining 30 units in residence in at least two semesters. To count as residence, a semester must consist of at least 6 passed units. Neither University Extension, Intercampus Visitor, EAP, or UC Berkeley Washington Program units may be applied to this requirement.
- You may use a Berkeley summer session to satisfy one semester of the Senior Residence requirement, provided that you successfully complete 6 units of coursework in the summer session and that you have been enrolled previously in the College.

Modified Senior Residence Requirement

- Participants in the UC Education Abroad Program (EAP) or the UC Berkeley Washington Program (UCDC) may meet a Modified Senior Residence requirement by completing 24 units (excluding EAP or UCDC) after completing 60 units toward the degree.
- At least 12 of the 24 units must be completed after you have completed 90 units.
- University Extension XB courses (those that are deemed officially equivalent to UC Berkeley courses) cannot be counted toward senior residence.

Course Load Reminder

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<tr>
<th>Course Load</th>
<th>Units</th>
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<tr>
<td>Normal</td>
<td>15 per semester</td>
</tr>
<tr>
<td>Minimum</td>
<td>13 per semester</td>
</tr>
<tr>
<td>Maximum</td>
<td>20.5 per semester</td>
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</tbody>
</table>

Exceptions:

Application forms are available in the Office of Undergraduate Advising.
Your Status as a Student

This chapter discusses key events associated with your status as a student and possible changes in status, such as withdrawal, readmission, and change of college. You will find answers to questions about grades, honors, academic probation, and declaring your candidacy to graduate.

Your Status Defined

Your status as a freshman, sophomore, junior, or senior is defined by the number of units you have completed toward the B.A. degree.

- Freshman: under 30 units
- Sophomore: 30 completed
- Junior: 60 completed
- Senior: 90 completed

Here are some other key terms:

**Good Standing** — You are in good standing if you are meeting College scholarship requirements and making normal progress toward a degree.

**Reduced Class Schedule** — Some students take fewer than 13 units per semester because of employment, family responsibilities, illness, and personal challenges. Even though you may be enrolled in fewer than 13 units, you are considered a full-time student if you pay full tuition and fees. However, you will still be responsible for satisfying the minimum progress requirement.

Note: If you have financial aid, you should check with the Financial Aid Office about the minimum unit requirements for your particular aid package.

**Student Records** — The College abides by the Berkeley Campus Policy Governing Disclosure of Information from Student Records. The Office of Undergraduate Advising and each of the College’s department offices have established procedures for implementing the campus policy. For policy details and information about access to student records, please see “Student Records” on page 36, or consult a College adviser.
Changing Status

Withdrawal

Students withdraw from their studies for many reasons — to work, travel, recover from an illness, or find their true academic direction. Most students perform even better when they return and find that “re-entry” is not unduly difficult.

Guidelines for Withdrawal

• If you wish to withdraw after the semester begins, you must meet with a College adviser; students who discontinue their work during a semester without formal permission should expect to receive the grade of F or NP in courses in which they are enrolled.
• If you withdraw after the eighth week of the semester, the “semester-out” policy is in effect. This means that you will be required to stay out the following semester in order to resolve the problems which contributed to the withdrawal. A College adviser may waive the “semester-out” policy.
• If you hold a nonimmigrant visa, you should notify the appropriate office.

Guidelines for Readmission

• If you attended other institutions during your absence, you must send to the Office of the Registrar an official transcript from each college.
• If you withdrew while on academic probation, withdrawn from three or more fall or spring semesters, have 12 units of outstanding incomplete grades, or were dismissed from the University, you will need to meet with an academic adviser.
• You must clear all registration blocks before applying for readmission.
• If you have completed more than 90 units, you must officially declare a major before your readmission will be considered.

Readmission

To resume your studies after withdrawing or after being absent for one or more semesters, file an Application for Readmission at the Office of Undergraduate Advising or the Office of the Registrar. There is a processing fee for this application. The following deadlines are strictly enforced:
• Deadline for fall semester — June 1
• Deadline for spring semester — November 1

Leaving Berkeley for Another UC Campus

To transfer to another UC campus, obtain a UC admission application from the Office of Undergraduate Admissions, 110 Sproul Hall, and file it along with an application fee. Filing dates and fees for intercampus transfers are the same as they are for new applicants.

Changing Colleges: Transferring into L&S

To apply for transfer into the College of Letters and Science as a student from another Berkeley school or college, file a “Petition for Change of College,” available online at ls-advise.berkeley.edu.

How to Withdraw

After completing semester

Do not enroll in classes for next semester. Pay no fees. Notify the Office of the Registrar that you will not return next semester. (You can do this through Tele-BEARS.) Apply for readmission when ready.

Before semester starts

If you have registered, contact the Office of the Registrar before the first day of classes to cancel your registration. You can do this through Tele-BEARS. If this is your first semester at Berkeley, do this on the first day of instruction, not before.

From the first day of classes

Meet with an L&S adviser. Fees are refunded to the eighth week of classes on a prorated basis.

After eighth week of classes

Meet with an L&S adviser. “Semester out” policy applies for the semester following the one in which you withdraw unless waived by a College adviser. The deadline for withdrawing is the last day of instruction.
Grades

Passed/Not Passed Grades

The Passed/Not Passed (P/NP) grade is designed to encourage you to take challenging courses outside your normal academic sphere without having to worry unduly about your grades. To receive a grade of P, your level of performance must correspond to a letter grade of C- or higher. P/NP grades are not counted in your GPA; however, students who have received 12 or more units of NP grades may be blocked from future registration in the College.

Note: If you are planning to apply to law school, be advised that the Law School Data Assembly Service (LSDAS) counts NP grades as F's in computing a student’s GPA. LSDAS does not count P grades in the GPA. For information about applying to law school, please consult with a prelaw adviser in the Career Center.

Guidelines for P/NP Grades

- To take a course on a P/NP basis, you must be in good academic standing.
- You may receive unit credit for courses graded P (including P/NP units that you take through EAP) up to a limit of one-third of the total units taken and passed on the Berkeley campus at the time you graduate.
- Remember that you can not take courses either from Berkeley or from another institution to fulfill the Reading & Composition, Foreign Language, and Quantitative Reasoning requirements on a P/NP basis — you must take them for a letter grade. This is generally true also for courses in your major.
- You may change the grading option through the 10th week of instruction.

Repeating Courses

It can be to your advantage to repeat a course in which you have received a deficient grade. See a College adviser to discuss your particular situation.

Guidelines for Repeating Courses

- You may repeat a course in which you have received a grade of D+, D, D-, F, NP, or U.
- The course you take must be the same UC Berkeley course as the course you originally took. (As of fall 2005, UC Extension concurrent enrollment courses are awarded grade points, and, when identical to the original Berkeley course, may be used for repeat GPA credit.)
- If you have received a D+, D, D-, or an F in a course and you want to repeat the course, you must repeat it for a letter grade.
- If you have received an NP in a course and you want to repeat the course, you may repeat it for either a P or a letter grade.
- For the first 12 letter-graded (D+ or lower) units of repeated courses, the grade you receive in the course the second time will replace the original grade in the calculation of your GPA. Your original grade will remain printed on your transcript. The second grade replaces the original grade, even if the second grade is lower.

Note: Some professional schools, including law schools, use both grades in calculating your GPA for admission.

- If you have repeated more than 12 units, both new and original grades will be averaged into your GPA.
- You may not take a course for a third time and receive grade points for it unless you have obtained special approval from the dean.
- If you repeat a course in which you received a grade other than a D, F, NP, or U, the course will count as part of your class schedule for the semester and the grade you earn will be listed on your transcript. However, the grade will not be included in your GPA, and the course units will not count toward graduation.

“Your time at Cal will go by quickly, so be sure to meet with your adviser at least once per semester. There are so many opportunities within the College, and we don’t want you to miss out on a single one!”

Monica Bernal, L&S College Adviser
Academic Standing

Good Academic Standing

Berkeley students are among the finest in the nation. Most find that, with hard work and diligence, they can maintain a grade point average (GPA) that meets or surpasses our established norms. In order to maintain good academic standing, you must maintain at least a C average (2.0 GPA) in:

- all UC courses, including UC Extension XB courses (those that are deemed officially equivalent to UC Berkeley courses), and those in UC Summer Sessions, UC Education Abroad Program (EAP), and UC Berkeley Washington program (UCDC) courses;
- all upper division courses required for your major; and
- all upper division courses undertaken at Berkeley required for your major.

If you fall below a C average in your major, the department or committee in charge of the major may drop you from the program. You would then have to be admitted to another major in order to continue in the College. Students occasionally may find that their academic performance is suffering. Sometimes freshmen and transfer students find it hard to remain in good standing (with an average GPA of 2.0) as they try to adjust to college life and compete with other top scholars for the first time. Whatever the reason for a dip in performance, our aim is to help students overcome obstacles and set off again on a strong, successful academic path. If you need academic support, the Office of Undergraduate Advising can direct you to the myriad resources available to you on the campus — tutors, counseling, workshops, and study groups of all kinds. For more information on probation, go to ls-advice.berkeley.edu.

Academic Probation and Dismissal

Students are placed on academic probation if their cumulative UC GPA falls below 2.0. Should this happen to you, you will need to bring your cumulative UC GPA up to a 2.0 the following semester or else you will be subject to dismissal. Students are also placed on academic probation if their Berkeley term GPA falls below 1.5 for any semester. In this case, you must bring your Berkeley term GPA and your cumulative UC GPA up to a 2.0 in the following semester, or you will be subject to dismissal.

Guidelines for Students on Academic Probation

- Students on academic probation must take all courses for a letter grade unless the course is offered only on a Passed/Not Passed (P/NP) basis.
- It can be to your advantage to repeat a course in which you have received a deficient (D or F) grade. Meet with a College adviser to discuss the pros and cons.
- Graduating seniors on probation should meet with a College adviser and their major adviser.

If You Are on Probation

Seek advice immediately so that you can quickly return to good academic standing. Here are two key actions to take:

- Make an appointment with a College adviser. The adviser will review the strategies and options available to you.
- Attend the “Reach for Success” workshop in which advisers help students identify problems that may be affecting their academic performance and devise a plan for the semester.

Most students overcome their academic difficulties and achieve a good academic record as they continue their studies.

Guidelines for Students Subject to Dismissal

- Students who are subject to dismissal at the end of a semester should meet with a College adviser.
- If you believe that extenuating circumstances affected your ability to return to good academic standing, make an appointment with a College adviser immediately.
- After dismissal, any subsequent request for readmission will require approval by the Deans’ Conference.
- The College may consider readmitting after dismissal a student who has subsequently performed well at another institution. Contact a College adviser to discuss your options.
If your work in a course is of passing quality but you cannot complete it for reasons beyond your control (for example, illness), you may ask your instructor to assign an Incomplete (I) grade. If the instructor agrees, you and the instructor must determine in writing what you must do to finish the course and which percentage of your grade will be based on the remaining work. Your instructor will keep a copy of this written statement at the department office.

**Guidelines for Incompletes**
- Finish your work as soon as possible (preferably at least a month before the deadline). Complete a “Petition to Remove an Incomplete Grade,” available at the Office of the Registrar.
- If you cannot finish by the deadline, you must request an extension from your instructor. If the instructor agrees, you must complete a “Petition to Extend an Incomplete Grade,” available in the Office of Undergraduate Advising, by the deadlines listed in the chart. Approval is subject to evaluation by the dean.
- You must meet your deadline for finishing incomplete work even if you are not enrolled in classes at Berkeley. This includes participation in the Education Abroad Program.
- If your deadline lapses and you have not completed the work or submitted an appropriate petition, you will fail the course. You may repeat the course subject to the rules for repeating courses.

- If you don’t want to finish an Incomplete, you have the option of “freezing” up to two I grades. “Freezing” means that the I grade will stay on your record and not lapse to an F or an NP. To freeze an I grade, complete the “Petition to Retain Incomplete Grade Permanently on Record,” available in the Office of Undergraduate Advising, within the original deadlines (not extended deadlines) for completing I grades listed above. Once you freeze an I grade, it cannot be changed, and you may not repeat the course. Take special care to make sure that you do not need the course for your major.
Honors

Honors in the Major

Each major program develops its own honors program. Visit the Berkeley Academic Guide for details at guide.berkeley.edu

Honors Privileges

As an honor student, you are entitled to the following privileges:

(1) You may enroll in the honors program in your major, provided you also have the required GPA in courses in the major and the approval of the major department.

(2) As a senior honor student (that is, if you have attained Honors to Date in your junior year) you may, with the dean’s approval, enroll in fewer than 13 units in order to complete the honors program in your major.

The College awards several honors for outstanding academic achievement, as follows:

Honors to Date
(1) At least 12 units completed at Berkeley for a letter grade;
(2) Overall GPA equal to or higher than the GPA established for Distinction in General Scholarship (average GPAs of top 20% of L&S graduates for the previous four years).

Dean’s Honors List
(1) 13 or more units completed on a letter-graded basis for the semester;
(2) GPA for semester must be in top 4% of L&S undergraduates (GPA normally about 3.85);
(3) No I, NR, or NP grades, or courses for which no grades have yet been submitted for the semester.

Distinction in General Scholarship at Graduation
(1) At least 50 units must have been taken at Berkeley or through EAP (not University Extension);
(2) Of these, at least 43 must have been taken for a letter grade (physical education activities courses don’t count);
(3) Your GPA in all letter-graded courses taken in residence at Berkeley must be equal to or higher than the GPA established for Distinction, High Distinction, or Highest Distinction in the year in which you graduate;
(4) A maximum of 20 units from either the UC Berkeley Washington Program or the Education Abroad Program may be counted toward the 50 units in residence required for honors.

Note: Berkeley does not use the Latin terminology for honors. It may be understood that highest distinction is equivalent to summa cum laude; high distinction to magna cum laude; and distinction is equivalent to cum laude.
Graduation

Degree Audits for Seniors

• Request an unofficial degree audit by logging on to bearfacts.berkeley.edu.
• To confirm that you have met the requirements for your major, contact your major department.
• If you are transferring credit to Berkeley during the semester in which you will graduate, send transcripts to:
  Evaluation Unit, University of California, College of Letters and Science, 206 Evans Hall #2924, Berkeley, CA 94720-2924.

Be sure to check with this office for deadlines and procedures. Call 642-7391 for more information.

Guidelines for Graduation

Before the graduation process can begin, you must request to be placed on the degree list ("declare degree candidacy"). You cannot graduate unless you do this! You should only declare if you will complete degree requirements that term. You do not need to be on the degree list to participate in commencement ceremonies.

• If you are a continuing student, you can declare your candidacy via Tele-BEARS when you enroll for courses for your last semester.
• If you are unable to declare candidacy via Tele-BEARS, you can do so at the Office of the Registrar through the fifth week of instruction.
• If you miss the Registrar’s deadline at the end of the fifth week of the semester, file an “Add to Degree List/Graduation Check” petition in the Office of Undergraduate Advising. Be sure to check the website for deadline information.
• If you have declared your candidacy but find that you have not met all the requirements needed for graduation, remove your name from the degree candidacy list by completing a “Drop from Degree List” petition in the Office of Undergraduate Advising before the last day of classes. Then, declare your candidacy for the semester in which you will meet degree requirements.
• You do not have to be enrolled at Berkeley during the semester in which you are on the degree list.
• Students seeking to become a degree candidate after an absence must meet the requirements current at the time they apply for the degree.

Commencement Ceremonies

You have some flexibility in choosing when to attend graduation ceremonies. For example, if you intend to complete your degree in summer session or fall, you may, with approval from your major department, attend graduation with your class in the preceding spring. You do not have to put your name on the B.A. degree list to participate in spring ceremonies.

Student Records

The Berkeley Campus Policy Governing Disclosure of Information from Student Records (1994) is available online at: registrar.berkeley.edu/GeneralInfo/ferpa.html. To implement the policy, the Office of Undergraduate Advising has established the following procedures, which apply to former as well as to current students.

Public Records

The following types of information kept in the Office of Undergraduate Advising are considered matters of public record and are available upon written request:

Name of student, Dates of attendance, Major (if declared), Degree(s) granted, Date degree(s) granted, Honors received

The information is not released if the student has requested in writing that it not be disclosed as a matter of public record. In case of clear necessity, inquiries by phone or in person will be honored. All other records are considered confidential. The following persons have access to these records: the L&S deans, the College advisers, and the College office staff. Other campus personnel are granted access when such access is necessary for the normal performance of their assigned duties. Students have the right to inspect their own confidential records, provided they present adequate identification. Complete records of graduates of the College and the advising notes (which record action on petitions and contact with advisers or deans) are kept for five years after graduation. Complete records of students with inactive files are kept for five years. Grade records of current students are destroyed as current copies are received.
Reference and Forms

This section contains detailed information about topics that were discussed in previous sections. The information is presented in the form of charts, tables, and lists and is arranged as follows:

- Degree Audit Worksheet
- Planning for Your Major
- Exploring Majors
- Sample Two-Year Programs for a New Freshman: Asian Studies
- Sample Two-Year Programs for a New Freshman: Sociology, Pre-med
B.A. Degree Audit Worksheet
(Enter course or test score)

- **SEVEN-COURSE BREADTH**
  - You may take no more than two courses from the same department. Each course must be a minimum of 3 units and be on the list of approved courses for each area. You may not use the same course in more than one area. The minimum grade required is C- or P.

- **Major Requirements:** Consult your major adviser.
- **General Requirements:** Consult the Office of the Registrar about the completion of the Entry-Level Writing, American History, American Institutions, and the Berkeley Campus American Cultures requirements.

<table>
<thead>
<tr>
<th>Major(s):</th>
</tr>
</thead>
<tbody>
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<td></td>
</tr>
</tbody>
</table>

- **Reading & Composition**
- **Quantitative Reasoning**
- **Foreign Language**
  - A minimum grade of C- is needed to fulfill the above three requirements.

<table>
<thead>
<tr>
<th>Arts &amp; Literature</th>
<th>Philosophy &amp; Values</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Biological Science</th>
<th>Physical Science</th>
</tr>
</thead>
<tbody>
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</table>

<table>
<thead>
<tr>
<th>Historical Studies</th>
<th>Social &amp; Behavioral Sciences</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>International Studies</th>
</tr>
</thead>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Units</th>
<th>As of the end of ______ term</th>
<th>As of the end of ______ term</th>
<th>As of the end of ______ term</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Completed</td>
<td>Needed</td>
<td>Completed</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>120</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>L&amp;S</strong></td>
<td>60</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Upper Division (UD)</strong></td>
<td>36</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>UD offered outside major department</strong></td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>UD in residence</strong></td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Senior residence</strong></td>
<td>24</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **P/NP:** Berkeley units. max 1:3

- After 90 total units are completed, 24 units must be completed in the College.
List the prerequisites (courses required to declare a major) for majors that you are considering. Look for prerequisites that overlap so that you can be prepared for more than one major at once, allowing you more flexibility and choice later on.

Exploring Your Major

<table>
<thead>
<tr>
<th>major:</th>
<th>major:</th>
<th>major:</th>
<th>major:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Political Economy</td>
<td>Legal Studies</td>
<td>History</td>
<td>Economics</td>
</tr>
<tr>
<td>Economics 1 *</td>
<td>History 5 *</td>
<td>History 4B *</td>
<td>Economics 1 *</td>
</tr>
<tr>
<td>IAS 45</td>
<td>Economics 1 *</td>
<td>History 5 *</td>
<td>Math 16A or 1A *</td>
</tr>
<tr>
<td>Statistics 20 *</td>
<td>Philosophy 25B *</td>
<td>History 7B *</td>
<td>Math 16B or 1B *</td>
</tr>
<tr>
<td></td>
<td>Statistics 20 *</td>
<td>History 8B</td>
<td>Statistics 20 *</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Economics 100 *</td>
</tr>
</tbody>
</table>

*or equivalent course

Plan on taking the overlapping courses first, so that you will make progress toward more than one major as you gather additional information and experience to help you in your choice of a major.
Gather Information

The next step is to gather as much information about these majors as possible. Read the Berkeley Academic Guide. Go to the department office and pick up the major handbook, talk to students in the major, attend departmental lectures, etc. Ask yourself the following questions for each of the majors you are considering:

1. Does this major’s required coursework complement my interests and abilities?
2. Are there any prerequisite courses that may be particularly difficult for me?
3. What will the typical exams be like in the required courses (essay, multiple choice)?
4. How much freedom will I have to take elective courses?
5. Does this major require a lot of writing, a thesis, quantitative skills, foreign language courses?
6. Are there other important considerations for me?

Now that you have answered these questions and determined their importance to you, select two to four majors that seem to be a good match and for which you want to prepare by starting to take the prerequisite courses. Use the Planning for Your Major chart on the next page to list prerequisite courses for each of the majors you are now considering.

As you continue the process of narrowing down your options for a major, you may want to meet with a College adviser and/or take the workshop “Choosing a Major.” See Is-advise. berkeley.edu for more information.
Sample Two-Year Programs for a New Freshman: Asian studies

These sample programs are just one idea of how to plan a program for the freshman and sophomore years.

**Freshman Year:** The first student is considering a major in either Anthropology, Asian Studies, or History. The student has satisfied the American History and Institutions requirements in high school and has passed the Analytical Writing Placement Examination.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian Studies 10</td>
<td>4</td>
<td>major prerequisites (Asian Studies)</td>
</tr>
<tr>
<td>History 16</td>
<td>4</td>
<td>major prerequisites (History)/ American Cultures/breadth (historical studies)</td>
</tr>
<tr>
<td>Statistics 2</td>
<td>4</td>
<td>quantitative reasoning</td>
</tr>
<tr>
<td>Letters and Science 1</td>
<td>2</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>14</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian American Studies R2A</td>
<td>4</td>
<td>1st half of R &amp; C</td>
</tr>
<tr>
<td>Integrative Biology 41</td>
<td>2</td>
<td>breath (biological science)</td>
</tr>
<tr>
<td>History of Art 30</td>
<td>4</td>
<td>breadth (arts and literature)</td>
</tr>
<tr>
<td>Anthropology 2</td>
<td>4</td>
<td>major prerequisite (Anthropology)/breadth (social and behavioral sciences)</td>
</tr>
<tr>
<td>Physical Education 1</td>
<td>.5</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>14.5</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Sophomore Year:** The student has now decided that she wants to be an Asian Studies major after taking a trip to China with her family during the summer. She has visited the Asian Studies department office and picked up the major handbook. She knows that she has completed two of the four prerequisites for declaration of the major.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese 1A</td>
<td>5</td>
<td>start L&amp;S FL/ major requirement (Asian Studies)</td>
</tr>
<tr>
<td>Comparative Literature R1B</td>
<td>4</td>
<td>2nd half of R &amp; C</td>
</tr>
<tr>
<td>Political Science 40</td>
<td>4</td>
<td>interest</td>
</tr>
<tr>
<td>Letters and Science C70W</td>
<td>2</td>
<td>breadth (physical science)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese 1B</td>
<td>5</td>
<td>complete L&amp;S FL/apply toward major requirement</td>
</tr>
<tr>
<td>Southeast Asian Studies 10A</td>
<td>4</td>
<td>major requirement/ breadth (international studies)</td>
</tr>
<tr>
<td>Philosophy 9</td>
<td>4</td>
<td>breadth (philosophy and values)</td>
</tr>
<tr>
<td>UGIS C10</td>
<td>2</td>
<td>interest</td>
</tr>
<tr>
<td>Physical Education 1</td>
<td>.5</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15.5</strong></td>
<td></td>
</tr>
</tbody>
</table>
Sample Two-Year Programs for a New Freshman: Sociology, pre-med

**Freshman Year:** The following student is planning to major in either Sociology or Environmental Sciences (social science track) and is also considering medical school. He has satisfied American History and Institutions and the Foreign Language requirements in high school. He has also satisfied the Quantitative Reasoning requirement with his SAT score. He did not pass the Analytical Writing Placement Examination.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Writing R1A</td>
<td>6</td>
<td>entry-level writing and 1st half of R &amp; C</td>
</tr>
<tr>
<td>Environmental Sciences 10</td>
<td>3</td>
<td>major prerequisite (Environmental Sciences)</td>
</tr>
<tr>
<td>Math 16A</td>
<td>3</td>
<td>major requirement (Environmental Sciences)/ pre-med</td>
</tr>
<tr>
<td>Freshman Seminar</td>
<td>1</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total 14</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry 1A</td>
<td>4</td>
<td>major requirement (Environmental Sciences)/ pre-med/ breadth (physical science)</td>
</tr>
<tr>
<td>Math 16B</td>
<td>3</td>
<td>major requirement (Environmental Sciences)/ pre-med</td>
</tr>
<tr>
<td>Music 26AC</td>
<td>4</td>
<td>American cultures/ breadth (arts and literature)</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>4</td>
<td>major prerequisite (Sociology)/ breadth (social and behavioral sciences)</td>
</tr>
<tr>
<td>Physical Education 2</td>
<td>0.5</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total 14.5</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sophomore Year:** The student has now decided that he wants to major in Sociology and continue with pre-med. Over the summer he volunteered in a hospital, an experience that helped him with his decisions. This student must take Biology 1A, Physics 8A and 8B, and an additional Chemistry class in order to complete the pre-med requirements.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry 3A</td>
<td>5</td>
<td>pre-med</td>
</tr>
<tr>
<td>Sociology 5</td>
<td>4</td>
<td>major prerequisite (Sociology)</td>
</tr>
<tr>
<td>Biology 1B</td>
<td>4</td>
<td>pre-med/breadth (biological science)</td>
</tr>
<tr>
<td>Freshman/Sophomore Seminar</td>
<td>W2</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total 15</strong></td>
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<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Spring Semester</th>
<th>Units</th>
<th>Satisfies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statistics 2</td>
<td>4</td>
<td>major prerequisite (Sociology)</td>
</tr>
<tr>
<td>Chemistry 3B</td>
<td>4</td>
<td>pre-med</td>
</tr>
<tr>
<td>Scandinavian R5B</td>
<td>4</td>
<td>2nd half of R &amp; C</td>
</tr>
<tr>
<td>Geography 10</td>
<td>4</td>
<td>breadth (international studies)</td>
</tr>
<tr>
<td>Physical Education 1</td>
<td>5</td>
<td>interest</td>
</tr>
<tr>
<td><strong>Total 16.5</strong></td>
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<td></td>
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