

## UC Berkeley College of Letters and Science

Dear L&S undergraduate reciprocity student,

Welcome to the UC Education Abroad Program (UCEAP) at UC Berkeley! We hope you will enjoy your time at UC Berkeley – both in and out of the classroom.

While at UC Berkeley, you will be an undergraduate student in “limited status” and, as such, there will be special regulations that apply to you. You must adhere to these regulations during your visit. Please read the following information regarding important dates and enrollment instructions carefully.

### ENROLLMENT GUIDELINES

You will be required to enroll in at least **13 units** (for example, three 4-unit courses and one 1-unit course) **each** semester. Customarily, students enroll in 13-17 units per semester. You may request to take fewer than 13 units per semester only if you have certifiable health-related challenges or are enrolled in the Disabled Students Program. You must maintain a minimum “C” average (2.0 grade-point average) while at UC Berkeley.

Your program will consist primarily of undergraduate courses (numbered 1-199 in the [Berkeley Academic Guide](#)) offered by academic departments housed in the College of Letters and Science. You may take **one graduate course** (numbered 200-299) per term during your stay. ***If you need or desire more graduate coursework, you should not accept participation in this program.*** Courses in some other schools and colleges on campus, such as **law, business administration, and journalism**, which offer mostly graduate work, are generally not available to UCEAP reciprocity students.

**Consider the following:** Plan for a broad range of courses acceptable to your home university. It is absolutely essential for you and your home university to be flexible about your studies at UC Berkeley because it may not be possible for you to enroll in all the classes you wish to take or fulfill specific requirements for your degree back home during your stay at UC Berkeley.

### PLANNING YOUR ENROLLMENT AND USING CALCENTRAL

See [Enrollment](#) for detailed information.

You will receive your Student Identification Number (SID) for creation of your CalNet ID and passphrase. You may check specific registration appointment dates and times on your [CalCentral](#) dashboard.

As a reciprocity student, you are not declared a major at UC Berkeley; only continuing UC Berkeley students may declare a major. Departments may restrict enrollment to continuing UC Berkeley students who are declared in the major. That is one reason why the enrollment system may give you a message that you are not eligible to enroll in a course and why you may only be able to add yourself to the waitlist. In addition, sometimes a course will be full, and your only option may be to add your name to the waitlist.

Patience, flexibility, and course alternatives are essential in this process because you may not be able to register for all the classes you wish to take. You may write to the instructors and/or departments offering the classes to inquire about enrollment in their courses. Be sure to identify yourself as a UCEAP reciprocity student and include a sentence or two about what you can contribute to the course if you are allowed to enroll.

Department information is available in the [Berkeley Academic Guide](#). Sometimes you may need to wait until classes begin to learn from the instructor or department if you can enroll in the classes you want.

**L&S can help you plan your enrollment, but we cannot assist you with getting into courses; this is handled exclusively by the academic departments.**

L&S advisors will be in touch with email reminders closer to course enrollment. Look out for these enrollment reminders in your Inbox and reach out to us with any questions.

We look forward to welcoming you to UC Berkeley.

Sincerely,

Greg Cera  
Program Adviser  
[gregcera@berkeley.edu](mailto:gregcera@berkeley.edu)

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