



# BERKELEY COLLEGE

## FACTS 2010–2011

### For International Students



## CAMPUSES

### NEW YORK

**NEW YORK CITY  
MIDTOWN CAMPUS**  
3 East 43rd Street  
New York, NY 10017  
212-986-4343

**LOWER MANHATTAN  
EXTENSION CENTER**  
130 William Street  
New York, NY 10038  
212-372-4446

**WESTCHESTER CAMPUS**  
99 Church Street  
White Plains, NY 10601  
914-694-1122

### NEW JERSEY

**BERGEN CAMPUS**  
64 East Midland Avenue  
Paramus, NJ 07652  
201-967-9667

**GARRET MOUNTAIN CAMPUS**  
44 Rifle Camp Road  
Woodland Park, NJ 07424  
(formerly West Paterson)  
973-278-5400

**MIDDLESEX CAMPUS**  
430 Rahway Avenue  
Woodbridge, NJ 07095  
732-750-1800

**NEWARK CAMPUS**  
536 Broad Street  
Newark, NJ 07102  
973-642-3888

## ONLINE

**BERKELEY COLLEGE ONLINE™**  
BerkeleyCollege.edu/Online

Please send all inquiries to:

**BERKELEY COLLEGE  
INTERNATIONAL  
DEPARTMENT**

12 East 41st Street  
14th Floor  
New York, NY 10017  
United States of America  
Tel: 212-687-3730  
Fax: 212-986-7827

Email: International@  
BerkeleyCollege.edu

### ACCREDITATION

All Berkeley New York and New Jersey campuses are regionally accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools and are approved by their respective State Departments of Education and are authorized to confer the Bachelor's degree and the Associate's degree.

### Starting Dates

- January 4, 2010
- April 5, 2010
- July 6, 2010
- September 27, 2010

NOTE: Registration is usually held the week before classes begin.

### ADMISSION

Graduation from secondary school or its equivalent and proof of English proficiency are required for admission to Berkeley College. SATs are not required but are recommended.

### English language proficiency can be demonstrated by the following methods:

Completion of Berkeley's ESL program or a recognized ESL school's program. We accept: ELS - Level 112; Embassy CES- Advanced Level; Rennert Bilingual - Advanced Level; and, Kaplan - High Intermediate Level.

### English Tests:

- TOEFL – score of 500 PBT, 173 CBT or 61 IBT
- IELTS – score of 5.5 or higher
- Michigan Test – score 78 or better
- APIEL – grade 3 or higher
- English for Sweden – grade VG
- TOEIC – score 800 or better
- University of Cambridge - British Council – with a grade no lower than "C"
- STEP – score 2A or better

### CONDITIONAL ADMISSION

A student who wishes to enter one of Berkeley's programs and does not have the required proof of English proficiency can apply for conditional admission. This would require the student to take ESL classes at the New York City Midtown Campus prior to starting Berkeley classes.

### TRANSFER POLICY

Berkeley will accept transfer credits for courses in which the student earned a minimum grade of "C," that are applicable to a student's program at Berkeley. For a complete review of transfer credits, students should submit their post-secondary transcripts along with their application documents. All documents must be translated into English.

### PROGRAMS

*Berkeley's Associate's and Bachelor's degree programs are designed for an education in:*

- Accounting
- Business Administration
- Fashion Marketing & Management
- Financial Services
- General Business
- Health Services
- Information Systems Management
- Interior Design \*
- International Business
- Justice Studies - Criminal Justice
- Management
- Management - Entrepreneurship
- Management - Environmental Management
- Management - Human Resources
- Management - Nonprofit Management
- Marketing
- Paralegal Studies

\*Offered at Bergen Campus only

Students who attend full-time during the day can earn a Bachelor's degree in as little as three years or an Associate's degree in just 18 months.

### Certificate Programs

*Berkeley College also offers Certificate programs that can be completed in one year or less, including:*

- Computer Applications
- Software Management

### Berkeley College Online™

Berkeley's award-winning online program offers students the opportunity to enjoy the Berkeley College experience while remaining in their home country. For over 10 years, Berkeley has offered programs that are designed to accommodate flexible lifestyles and provide the same individual attention and all the benefits of its traditional, on-site educational experience. Students can pursue either individual classes or a full Associate's or Bachelor's degree program. With Berkeley College Online™, students learn on their own time from work, from home, or from anywhere they have Internet access.

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*My Life, My Choice, My Education*

BerkeleyCollege.edu • international@BerkeleyCollege.edu

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Associate's and Bachelor's online degree programs include:

- Business Administration
- Fashion Marketing & Management
- Financial Services
- General Business
- Health Services
- Information Systems Management
- International Business
- Justice Studies - Criminal Justice
- Management
- Management - Entrepreneurship
- Management - Environmental Management
- Management - Human Resources
- Management - Nonprofit Management
- Marketing

## INTERNSHIPS

Providing students with actual work experience is one of Berkeley's greatest advantages. To help students achieve their career goals, every degree program has an internship requirement. Berkeley offers the unique benefit of helping students to obtain their internship—often, students are placed in one of the world's most prestigious companies.

## ENGLISH AS A SECOND LANGUAGE

For students who do not have the required English proficiency, Berkeley offers an Intermediate and Advanced level of English as a Second Language at our New York City Midtown location. Based on ability, the student will take either the Intermediate or Advanced level. In addition to ESL, the Advanced Level offers a college-level, credit-bearing Computer Applications class. This means students will start earning credit towards their degree while in attendance. All ESL classes meet 20 hours per week.

## APPLICATION CHECKLIST

International students must submit the following:

- A completed Berkeley international application form
- A \$50 (US) application fee
- Scholarship application form (if applicable)
- A \$300 (US) tuition deposit\*
- A \$400 (US) residence deposit\* (Garret Mountain and White Plains)
- Official, secondary or post-secondary transcripts of academic grades (translated into English) and proof of graduation
- Proof of English proficiency (TOEFL score or ESL certification or admission to an approved ESL program)
- Official document of financial support demonstrating a minimum of \$31,000 (US) in available funds.

### \*DEPOSITS/I-20 CERTIFICATES AND REFUND POLICY

A \$300 (US) tuition deposit reserves a place at Berkeley and will be applied to tuition. The I-20 Certificate will not be sent until the tuition deposit and all required academic and financial documentation are received.

This deposit will be refunded if written notice of cancellation is received at least 60 days prior to the starting date of the quarter for which the student has been accepted, or if the student is refused admission to the college, or if the student is denied a student visa. In the event of a visa denial, written proof of the denial from the US Embassy and return of the I-20 Certificate is required to receive the refund.

Residence facilities should be reserved well in advance. A \$400 room deposit is required for the Garret Mountain and White Plains residence facilities. Of this amount, \$200 is credited toward the final quarter's rent; the remaining \$200 is held as a deposit until the student has checked out of the room satisfactorily. The refund policy for the residence deposit is the same as the tuition deposit listed above.

## TUITION AND FEES

|                                     |          |
|-------------------------------------|----------|
| Tuition                             |          |
| Each quarter.....                   | \$6,600  |
| Academic year (3 quarters).....     | \$19,800 |
| Administrative fee per quarter..... | \$200    |
| Technology fee per quarter.....     | \$100    |
| Graduation fee.....                 | \$100    |

**Students who maintain continuous full-time enrollment will not incur tuition increases.**

Books, supplies and other related expenses are estimated at \$1,350 per academic year.

## Scholarship

A limited number of scholarships are available prior to registration for the student's first quarter. Scholarship applications must be received at the same time as the application for admission.

To fill out a scholarship application go to:

[BerkeleyCollege.edu/FormsandPublications/forms/Scholarship\\_International.pdf](http://BerkeleyCollege.edu/FormsandPublications/forms/Scholarship_International.pdf)

## RESIDENCE FACILITIES

### New York City Campus

A variety of off-campus housing options are available. A housing list may be obtained through the International Department upon request.

### Westchester Campus

The Westchester Campus in White Plains has multiple housing options just a short walk to campus. Floor plans include studios with kitchenettes, and one- or two-bedroom apartments with full kitchens and living rooms. Each apartment is furnished; air-conditioned; and wired for voice, data, and cable television. The fee, without food, is \$2,700 per quarter, \$8,100 per academic year.

### Garret Mountain Campus

There are two coed living accommodations on this campus. Both single and double occupancy rooms are available. Rooms range from \$2,200 to \$2,900 per quarter, \$6,600 to \$8,700 per academic year. Food service is provided Monday through Friday at a cost of \$1,400 per quarter.

