



# 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](http://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](mailto: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, approved by their respective State Departments of Education, and 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:

Students should complete an English as a Second Language program at a recognized school. A complete listing of approved ESL programs may be obtained from the International Department. For the following schools we accept Certificates of Completion as listed: ESL - Level 112; Embassy CES - Advanced Level; and Rennert International - Advanced Level.

#### English Tests:

- TOEFL – score 500 PBT, 173 CBT, or 61 IBT
- IELTS – score 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 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 - Human Resources
- Management - Nonprofit
- 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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**Berkeley College®**

*My Life, My Choice, My Education*

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

- Accounting
- 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 - Human Resources
- Management - Nonprofit
- 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 in one of the world's most prestigious companies.

## ENGLISH AS A SECOND LANGUAGE

Students who wish to study ESL on a Berkeley campus may do so at the New York City Midtown Campus through Embassy CES.

## 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.

## Scholarships

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.



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[BerkeleyCollege.edu](http://BerkeleyCollege.edu) • [International@BerkeleyCollege.edu](mailto:International@BerkeleyCollege.edu)