

Independent Study Abroad & Planned Leave Status

Independent Study Abroad

If students are interested in study, internship, volunteer, and teaching abroad opportunities available outside the University of California, students may look at Independent Study Abroad programs. These programs are not affiliated with the University of California and are typically administered by another university, institution, or organization. Students should be aware that transfer credit and financial aid may only be available on select programs.

If a student wishes to participate on an Independent Study Abroad program, they will be responsible for selecting an appropriate program, reviewing credit transfer policies set by the Office of Undergraduate Admissions, clearance from their college (and in some cases their department), as well as filing a Planned Leave of Absence Form with UC Berkeley.

Planned Leave of Absence Status

The *Planned Leave of Absence* Form lets the University know that the student intends to be away for at least a semester (fall and/or spring) for non-UC study abroad. With the Planned Leave Status, students do not need to file a Readmission Petition for the term following study abroad. Currently registered undergraduate students who plan to participate in a recognized and accredited study abroad program for credit and who will maintain a fulltime course load during the entire term abroad are eligible to apply for Planned Leave Status.

Students *do not* need to file a Planned Leave of Absence Form if they will be away during the *summer only*.

We encourage students to submit their Planned Leave of Absence Form as early as possible, but no later than the following deadlines:

- for a spring semester absence, submit form by October 15;
- for a fall semester absence, submit by April 15.

Once they submit the form, their CalCentral account will be billed \$70.00 for the Planned Leave of Absence fee. If they miss the deadline, they will not be eligible for Planned Leave Status and must instead cancel their Berkeley registration for their term abroad. Students not using Planned Leave Status must submit an Application for Readmission to Cal Student Central in 120 Sproul Hall by June 1 for readmission for the fall semester or by November 1 for the spring semester.