

Conditions of Admissions

Office of Undergraduate Admissions, International Supplement

Students should visit [this website](#) for more information on submitting documents to UC Berkeley. For documents that are required to be postal mailed, please submit to:

UC Berkeley Undergraduate Admissions Transcripts
16 Sproul Hall, MC 0608
Berkeley, CA 94720-0608

For students completing their high school coursework in an academic system that does not use US grading scales, the Office of Undergraduate Admissions will evaluate records within the context of the local grading system. To meet your conditions of admission (such as maintaining a 3.0 GPA for every term in senior year and earning no grade lower than a C for any individual courses), please ensure that your academic performance in your last year of high school is consistent with (or better than) prior years. In the case of an unexpectedly low grade in your last year of high school, please submit an Undergraduate Update Form available through MAP@Berkeley so that our International Specialists may review your individual situation.

- How to Submit Official High School Transcripts
 - If your high school is unable to access any of the 3rd party services listed on the [document submission webpage](#), you can have your school counselor or school official submit your transcripts using their school-affiliated email address via [this form](#). However, official exams still need to come directly from the appropriate exam agency (see below).
 - For students completing high school in countries where the first year of high school (equivalent to US 9th grade) is housed within the middle school, please also submit the middle school transcript in the manner above.
 - For students outside of the U.S. who RECEIVE ONLY ONE (1) OFFICIAL COPY of any transcript, academic record book, board exam results or other required documents: please secure a certified copy from your school (with a certified English translation if not in English). A school-certified copy must include the school seal and an original signature, and be sealed in a school envelope with the school stamp on the envelope flap. Notarized copies will not be accepted. DO NOT mail the original document(s) in this situation.

- How to Show Proof of High School Graduation
 - For American/international schools, high school transcripts must include the date of graduation. If your school is unable to print this date on the transcript, please also submit a high school diploma or graduation certificate with this date listed from your high school.

- How to Show Proof of High School Graduation (Continued)

- For benchmark curricula, the exam date of the high school completion exam (Standard XII, A-Levels, etc) will be used as the date of graduation.
- For countries that utilize a graduation certificate or other graduation document separate from the transcript, this documentation must also be provided in the same manner as the official high school transcript.
- How to Submit English Proficiency Exams
 - How to submit TOEFL
 - Results must be submitted directly from TOEFL via postal mail or electronically. Our school code is 4833.
 - How to submit IELTS
 - Results must be submitted directly from IELTS via postal mail or [electronically](#).
 - Ensure scores are submitted to UC Berkeley Undergraduate Admissions rather than other campus departments.
 - How to submit Duolingo
 - Results must be submitted electronically via the DET portal.
 - Select UC Berkeley and include your application ID number.
- Further Instructions for Benchmark System (National or External Exam) Curricula
 - Internal Results (All Benchmark Curricula)
 - Submit your official internal high school results/marks for 9th through 12th grades in the above manner.
 - If your high school is unable to provide internal results/marks for 9th - 12th grade, please submit an update form indicating such and you will receive further instructions.
 - IGCSE Results
 - Submit official results directly from the school or the testing board. IGCSE results that appear on your official high school transcript are valid to fulfill the requirement.
 - Standard X/XII
 - Submit official Standard X results directly from the school or the testing board.
 - O-Levels
 - Submit official results from the school or the testing board.
 - A Levels
 - To finalize your admission by the July deadline, please have your high school submit your predicted A Levels and internal results for 9th - 12th grades in the manner above
 - If your high school is unable to provide internal results/marks for 9th - 12th grade, please submit an update form indicating such and you will receive further instructions.
 - A Levels (Continued)
 - To receive university credit for your A levels, submit your official A levels from the testing body as soon as they are available

- These results should be submitted from the testing agency (Cambridge, Pearson Edexcel, Oxford, etc) via postal mail or electronically from the testing agency.
 - We are aware these official results will often arrive after the July deadline. Please ensure that predicted results are submitted in the interim to hold your admission and these will be used as a placeholder to finalize the admission while awaiting your official results. You do not need to submit an update form if your official results will not be available until after the July deadline, we will communicate with you if we need any further information.
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- AP Exam Scores
 - Submit directly through [College Board](#).
 - University Transcripts
 - If no credit/grade was awarded and we are requesting a university transcript, please submit a certificate of completion and/or documentation demonstrating that no credit/grade was awarded.
 - For university courses taken for credit, we must receive the transcript directly from the university. We cannot accept these results from the high school transcript alone and need the official transcript to award university credit. Please visit the [document submission webpage](#) for further instructions on how the university can submit this transcript.
 - International Baccalaureate
 - Submit official scores directly from [IBO](#).
 - School counselors may send a copy of your IB results along with your transcripts; however, we do not consider IB scores sent by counselors to be official and cannot award university credit unless the scores come directly from IBO.