Berkeley College has focused on preparing students like you for successful careers for more than 85 years. During that time, our programs have evolved significantly to help students meet the changing needs of the business and professional worlds. The Berkeley educational experience remains special. Everything we do is designed to assist students in achieving career success.

Why Berkeley?

• Programs and curricula are developed with input from industry experts to prepare students for the professional world.
• Comprehensive support services and resources are available at all campuses and online.
• Dedicated faculty members are selected for excellent academic credentials, relevant professional experience, and a commitment to providing close, personal attention to students.

Berkeley’s commitment to its students extends beyond the classroom to support their career development during and after college. The Career Services Department assists students in identifying and pursuing career opportunities. Every graduate also has access to free lifetime career assistance from Berkeley.

• Bachelor’s degrees, Associate’s degrees, Certificate programs, and an M.B.A. in Management: Our programs of study expand and evolve to meet current market demands.

• Small classes, personal attention: With an 18:1** student-to-faculty ratio, students can receive more personalized attention from professors.

• Flexible scheduling: Day, evening/weekend, and online courses provide full-time and part-time students the maximum in flexibility.

• On-site or online: Berkeley’s multiple campuses offer you the opportunity to take classes at numerous convenient New York and New Jersey locations, and Berkeley College Online lets you learn on your own time.

• Activities and clubs: Berkeley provides a wide range of extracurricular activities that include attending ethnic, identity-based, and multicultural events, participating in athletics and clubs, and visiting museums and sports/concert venues in the area.

BERKELEY OFFERS YOU CHOICES

”My older brother graduated from Berkeley College and is doing well, so I figured I would check out this college. The classes are small and I like the fact that the professors have experience in their fields of study. I love the fashion field and I have learned a lot here. I have enjoyed connecting with other students through the Fashion Club.”

QUADHIR CLINE
FASHION MERCHANDISING AND MANAGEMENT

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Year after year, the list of companies that hire Berkeley students reads like a corporate “Who’s Who.” The professional world continues to demonstrate its trust in Berkeley’s high educational standards and the expertise of its graduates. To help you on your path to a successful career, Berkeley College provides:

**Internships and Clinical Practicums**
On-the-job internships, clinical practicums, or job-related assignments are integral parts of each curriculum. The Career Services Department assists in placing students in program-related positions that provide valuable, real-world experience as students earn academic credits.

**Career Counseling by a Specialist in Each Field of Study**
Berkeley has a staff of more than 30 Career Services professionals who collectively specialize in each field of study and actively pursue job opportunities for every student. The size of the Career Services staff ensures that you will receive individualized counseling and assistance.

**Resume Planning**
Your resume will be one of the most important tools in helping you begin your professional career. You will learn what your resume should (and shouldn’t) include and how to present the information most effectively.

**Interview Scheduling**
Career Services staff members distribute student resumes to employers and schedule convenient interview times.

**Coaching and Interviewing Strategies**
You don’t get a second chance to make a first impression. Career Services will assist you with issues such as what to wear, what questions may be asked, how to handle nerves, and more to make sure that you are prepared for a successful interview. The importance of social media networking, online reputation management, and LinkedIn are also addressed.

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**CHARLANE BROWN**  
Co-Chair, Justice Studies-Criminal Justice, School of Professional Studies  
**Education**  
B.A., John Jay College of Criminal Justice, City University of New York  
J.D., New York Law School  

Professor Charlane Brown, an attorney, consultant, and retired Deputy Inspector with the New York City Police Department (NYPD), brings 26 years of professional expertise into the classroom. Her law enforcement career includes service as a Commander of the NYPD Youth Services Unit and Captain of the NYPD Community Affairs Unit.  

A Fulbright Fellow, Professor Brown has extensive experience in patrol investigations, training, personnel matters, and police community relations. She is a member of the New York Bar Association, the National Organization of Black Law Enforcement Executives, and the NYPD Guardians Association.

**RAHUL BEDI**  
Chair, Management, Larry L. Luing School of Business  
**Education**  
B.S., Aligarh University  
M.S., J&K University  
M.B.A., New York University  
Ph.D., Touro University International  

Dr. Rahul Bedi brings a wealth of international business experience to Berkeley College. In addition to teaching, he serves as Surgical Technician/Surgical First Assistant and Operating Room Assistant Supervisor at Associated Surgeons of New Jersey in Englewood, NJ. In 2015, he received the Humanitarian of the Year Award from the International Association of Central Service Materiel Management.  

Mr. Bedi holds national certifications in Surgical Technology and Surgical First Assisting. In addition, he holds certifications as a Licensed Practical Nurse, Registered Central Service Technician, and as an approved instructor by the International Association of Central Service Materiel Management. He serves on the Education Committee of the Association of Surgical Technology, and on the Board of Directors for the Council on Surgical and Perioperative Safety.

**JOSEPH E. CHARLEMAN**  
Chair, Surgical Technology and Surgical Processing Technician, School of Health Studies  
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Faculty, Fashion Merchandising and Management, Larry L. Luing School of Business  
**Education**  
B.A., Kentucky State University  
M.F.A., University of Iowa  
Ph.D., Seton Hall University  

Dr. Robert L. Woods chaired the Fashion Merchandising and Management Department at Berkeley College for five years, and is a recipient of the College’s Faculty of the Year Award. His corporate experience includes five years as a designer for Paolo Gucci’s enterprise in Florence, Italy, where he was responsible for merchandising and design execution of men’s apparel for studios in Italy, London, and New York. Dr. Woods is co-author of “No Mother, No Mirror: A Guide to Gaining a Personal Edge with Business Dress For Women and Men” (Houghton Mifflin, 2000).  

The morning shows of WNBC, WCBS, and EBRU TODAY television stations have featured Dr. Woods as an on-camera men’s fashion expert. In addition, he advises corporate groups about speaking in public and dressing for success, and is a member of the High School Advisory Board for the Newark, NJ school system.
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**Diversity and Multicultural Activities**

Making the most of Berkeley’s opportunities

The diversity of the student body at Berkeley College enhances the educational experience and contributes to the cultural enrichment of the community. It also helps prepare students to enter the global business community with a better understanding of the similarities and differences among cultures. Berkeley College sponsors many ethnic, identity-based, and multicultural events to promote this understanding and to help students form relationships that can last far beyond their college years.

**Athletics and Recreation**

Fun, fitness, and fierce competition

Intercollegiate athletics plays an important part in college life. At Berkeley College, men’s and women’s intercollegiate teams compete in soccer, basketball, tennis, and cross-country. Berkeley College is a member of the United States Collegiate Athletic Association (USCAA). The New York campuses are members of the Hudson Valley Intercollegiate Athletic Conference (HVIAC).

**Online Opportunities**

Stay connected...even when you’re far away

Students of Berkeley College Online® enjoy many of the same extracurricular opportunities as students who study at Berkeley’s on-site locations. Online students have the option of participating in all on-site and online activities, programs, events, and clubs. Online students can also volunteer to become a peer mentor for new online students, assisting them with their transition into the online community.

National publications have recently honored Berkeley College for its outstanding programs. Berkeley College Online® is one of the first college or university online programs worldwide to be awarded Quality Standards certification by the United States Distance Learning Association (USDLA), placing Berkeley among an elite group of institutions recognized for excellence in distance learning. In addition, U.S. News & World Report has lauded Berkeley College as one of America’s “Best Online Colleges” for Bachelor’s degrees.
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A friendly community spirit and an environment that fosters a constant exchange of ideas distinguish the resident student experience at Berkeley College.

**White Plains**
Residence facilities are available in Cottage Place and Sussex House. Cottage Place is a modern, six-story building adjacent to the White Plains campus—a short walk from classes, the library, the student center, and numerous activities. The facility features studio apartments with kitchenettes, along with two- and three-bedroom apartments with full kitchens and living rooms.

Sussex House, our newest residence hall, is a one-floor modern and spacious student residence located on the first floor of 99 Church Street. It is comprised of studio and two-bedroom apartments. All studio apartments, designed for three people, have the luxury of a full kitchen and one bathroom. The two-bedroom apartments, designed to comfortably fit up to six people, all have full kitchens, living rooms, and two bathrooms. Every housing option provides laundry facilities and on-site security.

“Living on campus has been a great experience. Juggling all my responsibilities is a lot of work, but my goal is to earn my Bachelor’s in three years! I really feel like Berkeley is preparing me for the future.”

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MANAGEMENT

“The small classes and attention I get from my professors is something I really find helpful. I like the fact that I can apply the knowledge I learned in class to my family’s business. I have already helped them with marketing, social media, and in other business areas. I know that everything I am learning here can help me open up my own business someday.”

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FASHION MERCHANDISING AND MANAGEMENT

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School of Health Studies
The School of Health Studies provides outstanding career-focused education in some of today’s most in-demand healthcare professions. In-depth classroom instruction combines with practical, hands-on learning to prepare students with the knowledge and skills to enter a rewarding career in a range of roles in various healthcare-related facilities and organizations. Clinical students train with modern medical devices and technology in healthcare environments, where they learn current industry practices and procedures.

Academic Programs
• Health Sciences
• LPN to B.S.N.
• Medical Assistant
• Medical Insurance, Billing, and Coding
• Patient Care Technician
• Practical Nurse
• Surgical Processing Technician
• Surgical Technology

School of Liberal Arts
The School of Liberal Arts offers courses in the Humanities, Social Sciences, English, Mathematics, and Science. These courses emphasize critical and independent thinking, effective reading and writing, ethical responsibility, and cultural literacy in a global context. In addition, these courses add value to the specialized, career-focused business, health, or professional studies training provided in the degree programs.

Berkeley students benefit from a wide array of Liberal Arts core and elective courses, ranging from fundamental classes in areas such as writing, literature, mathematics, and psychology to the more innovative, interdisciplinary curricula of courses like Histories, Mysteries and Scandals in 20th Century America; Police and Society; The Art of Film; Forensic Psychology; Human Sexuality; Mind and Body; World Religions; and Introduction to Drawing. While they vary in content, each course in the School of Liberal Arts is dedicated to cultivating a more critically engaged, self-directed, and civic-minded student.

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School of Professional Studies
The School of Professional Studies provides the necessary education to prepare students for success in careers requiring specialized training. The School of Professional Studies offers courses that give students the in-depth knowledge and latest skills required to excel in professional environments.

Academic Programs
- Design Management
- Graphic Design
- Interior Design

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School of Graduate Studies
Furthering the tradition of high-quality business and professional education at Berkeley College, the School of Graduate Studies was created to offer opportunities for advanced study to prepare the leaders of tomorrow.

Academic Program
- M.B.A. in Management

Berkeley College offers undergraduate programs of study under a semester calendar consisting of fall, winter, and spring semesters. The College offers the following undergraduate degrees:
- B.B.A. (Bachelor of Business Administration)
- B.S. (Bachelor of Science)
- B.F.A. (Bachelor of Fine Arts)
- A.S. (Associate in Science)
- A.A.S. (Associate in Applied Science)

The College also offers Certificate programs with the option to transfer credits toward a degree.

Four-year Combined B.B.A./M.B.A. Option
This special program allows high-achieving students to complete both a Bachelor’s and Master’s degree in as few as four calendar years, assuming full-time enrollment in three semesters per year.

School of Graduate Studies

Resources and Support Services
As an institution that specializes in delivering a strong education, Berkeley College understands what it takes for you to compete in today’s professional environment. To ensure that graduates have the skills and knowledge needed to achieve their goals, the College provides students with access to a range of valuable resources and support services.

Excellent Academic Programs
Each program of study is developed to ensure that the curriculum and skills properly prepare graduates for today’s workplace. Programs are also evaluated and updated regularly in accordance with industry trends.

Honors Program
The Berkeley College Honors Program is a selective interdisciplinary program that gives high-achieving students the opportunity to study program-related topics in greater depth than is possible in the regular degree programs.

The Center for Academic Success
Tutoring, workshops, and numerous on-site and online support resources are available through the Center for Academic Success. Students have access to both peer and professional tutors, who are available during the day, evenings, and weekends.

Jumpstart
The Jumpstart program is offered to students who have already been accepted to Berkeley, but need to develop their academic skills. The program helps students improve their skills in:
- Reading
- Writing
- Math

Jumpstart courses are offered at no additional charge prior to matriculation. Once enrolled, students who are required to take Jumpstart courses must take them at the regular tuition rate during their first academic year.

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In Person
Visit the Berkeley campuses to get an up-close view of our career-focused education. Admissions representatives will arrange a tour and answer all your questions. During your visit, you’ll learn about:

• Programs of study
• Scholarships and financial aid
• Comprehensive support services and resources
• Career Services
• Student Development and Campus Life
• Student residence facilities
• Online course options

On the Web
BerkeleyCollege.edu is packed with information about every aspect of preparing for a career at Berkeley College. From researching program and course details to taking virtual tours of all of our campuses, it’s a great place to begin your journey.

Virtual Interview
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On Social Media
Learn about the Berkeley experience directly from the Berkeley community. Stay connected to hear what students have to say, discover our activities and events, and much more.

Business
This workshop will give you insight into what’s involved in managing a business project and staff. You’ll learn about teamwork and leadership from business professionals, both in class and through informative field trips.

Fashion
From buying to merchandising, this workshop will give you an overview of the many careers in the fascinating business of fashion. Learn from industry-trained faculty, guest speakers, and visits to leading fashion companies.

Graphic Design
Explore how graphic designers use various methods to construct and combine words, symbols, and images to create a visual message. An on-site visit with graphic design professionals is a great opportunity for you to get a personal overview of this exciting career.

Healthcare
Examine the different roles and skills involved in healthcare, one of today’s most in-demand professions. From instructors with professional experience and an on-site visit, you will learn about the training needed to be successful in this industry.

Interior Design
Highlights of this workshop include a hands-on design project and field trips to design showrooms. Experienced interior design professionals will discuss design fundamentals, daily operations, and a wide range of career opportunities.

Criminal Justice/Legal Studies
Investigate careers in criminal justice and legal studies. If you have the desire to combat crime and have a passion for justice, this workshop will give you an opportunity to learn from accomplished instructors and prominent guest speakers. There will also be tours of a variety of facilities and related offices.

High school students interested in exploring careers in Fashion, Criminal Justice, Legal Studies, Healthcare, Business Leadership, Interior Design, or Graphic Design may enroll in workshops at Berkeley campuses in New York or New Jersey. The two-day workshops are open to high school juniors and seniors and include a combination of field trips and hands-on classroom projects under the guidance of a Berkeley College professor.

Find us @BerkeleyCollege • #BerkeleyCollege
See what other students have to say about Berkeley College by downloading the Aurasma Application onto your smartphone. Here are the Aurasma steps:

1. Download the Aurasma App from the App Store (it’s free)
2. Open the app and follow the BerkeleyCollege channel
3. Click the purple button to scan images and watch them come to life

Apply to Berkeley College
• Online at BerkeleyCollege.edu/Apply/
• By mail or in person
You’ll be asked to submit:
• A completed application
• A non-refundable $50 application fee
• A high school transcript or the equivalent

In evaluating candidates, the Committee on Admissions takes into consideration your individual interests, your motivation to succeed in a chosen profession, and prior academic achievement. Basic requirements for admission include graduation from an accredited high school or equivalent and an entrance exam or SAT/ACT scores. A personal interview is strongly recommended.

Call 800-446-5400 ext. P18 to schedule an appointment with an admissions representative to discuss your educational objectives and career plans. Berkeley College encourages you to apply as soon as possible and wishes you much success.
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Institutional Aid
During the 2015-2016 academic year, more than $64 million in direct Berkeley College grants and scholarships were awarded. This amount is in addition to any federal and state aid.

Berkeley Presidential Scholarships: Berkeley offers 200 half-tuition scholarships and 10 scholarships providing up to full tuition, which are awarded annually to high school seniors who have demonstrated a high level of academic achievement based on their grade point average (GPA). To be considered for these scholarships, students must complete all admissions requirements by December 15.

Berkeley Alumni Legacy Scholarships: Up to a 25 percent scholarship, after all other grant aid is applied, may be awarded to full-time students who have had at least one parent, grandparent, or legal guardian graduate from Berkeley College.

Berkeley College Honors Scholarship: Berkeley College awards a limited number of scholarships, up to full tuition, to highly qualified freshman students. New students must be enrolled full time, have a minimum 3.00 high school GPA, and be accepted in the College’s Honors Program.

Berkeley Achievement Awards: Incoming full-time and part-time students with a 2.50 grade point average (GPA) or higher will be considered for an award. Awards are up to $3,000 per year based on GPA.

Berkeley Need-Based Institutional Aid: College administered, need-based funds may be used to supplement offers of merit-based aid that the student is receiving from the College and other sources.

DECA/FBLA/HOSA: Full-time students who have participated in DECA/ FBLA/HOSA in high school may be eligible for partial or full-tuition scholarships. Please speak to your admissions representative to determine your eligibility.

Federal and State Aid
Federal assistance programs are available from federal and state sources, including:
- Federal Pell Grants
- Federal Supplemental Grants
- New York TAP
- New Jersey TAG
- Low-interest student and parent loan program

If you wish to apply for financial aid, you must complete the FAFSA. You may apply electronically at fafsa.ed.gov. The Financial Aid Office can help answer questions regarding your options.

Accreditations and Approvals
Berkeley College is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditations.

Berkeley College is authorized by the Secretary of Higher Education of the State of New Jersey to offer programs in New Jersey leading to the degrees of Bachelor of Business Administration (B.B.A.), Bachelor of Fine Arts (B.F.A.), Bachelor of Science (B.S.), Bachelor of Business Administration (B.B.A.), Bachelor of Science in Nursing (B.S.N.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.) as well as certifications in Medical Assistant, Medical Insurance, Billing and Coding, Phlebotomist, Practical Nurse, and Surgical Processing Technician.

Berkeley College is authorized by the New York State Board of Regents to offer programs in New York leading to the degrees of Bachelor of Business Administration (B.B.A.), Bachelor of Science (B.S.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.).

All Berkeley College programs of study are approved for veterans and their eligible dependents under the GI Bill, and Berkeley College is an approved participant of the Department of Veterans Affairs Yellow Ribbon program. The College is also certified to enroll foreign students under the Student and Exchange Visitor Program (SEVP).

The LPA to B.S. program is provisionally approved by the New Jersey Board of Nursing (124 Halsey Street, Newark, NJ 07102; telephone: 973-504-6430; website: www.njconsumeraffairs.gov/nur/Pages/default.aspx).

The Practical Nurse program is approved by the New Jersey Board of Nursing (124 Halsey Street, Newark, NJ 07102; telephone: 973-504-6430; website: www.njconsumeraffairs.gov/nur/Pages/default.aspx).

The Medical Assistant certificate program is approved by the Commission on Accreditation of Allied Health Education Programs (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763; telephone: 727-210-2320; website: www.caahep.org) upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).

The Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763; telephone: 727-210-2320; website: www.caahep.org) upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).

Berkeley College Online® has been awarded U.S.D.L.A./Quality Standards certification by the United States Distance Learning Association (USDLA).

Online programs are subject to regulation by New Jersey and/or New York, as well as by the state of each student’s residence. A student’s residency is determined by the state of each student’s home address. Online programs are subject to all the same regulations as on-campus programs.

Certification by the United States Distance Learning Association (USDLA)
If you wish to apply for financial aid, you must complete the FAFSA. You may apply electronically at fafsa.ed.gov. The Financial Aid Office can help answer questions regarding your options.

If you have at least one parent, grandparent, or legal guardian graduate from Berkeley College.

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In recent years, Berkeley grads have landed positions at the following companies:

LAUREN DIGENOVA
INTERIOR DESIGN

“I remember the first day of classes at Berkeley College, I had no idea the impact my professors would have on me. They were truly committed to helping me grow and foster my love for all aspects of my career field. I’m now CEO of my own business, and I have the dedicated staff of Berkeley College to thank for that.”

For more information about Berkeley College graduation rates, the median debt of students who completed programs, and other important disclosures, please visit BerkeleyCollege.edu/disclosures.

We want to see you graduate to a better future!
look who's hired Berkeley grads

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- **LAUREN DIGENOV A**
  - Interior Design
  - “I remember the first day of classes at Berkeley College, I had no idea the impact my professors would have on me. They were truly committed to helping me grow and foster my love for all aspects of my career field. I’m now CEO of my own business, and I have the dedicated staff of Berkeley College to thank for that.”

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Berkeley College reserves the right to add, discontinue, or modify its programs and policies at any time. Modifications subsequent to the original publication of this document may not be reflected here. For the most up-to-date information, please visit BerkeleyCollege.edu. For more information about Berkeley College graduation rates, the median debt of students who completed programs, and other important disclosures, please visit BerkeleyCollege.edu/disclosures.