Berkeley Haas
Haas School of Business
University of California Berkeley

Fall 2016 Bidding Process
Agenda

• Academic Planning Overview
• The Bidding Process
• Strategies and Guidelines
• Helpful Hints
• Next Steps
ACADEMIC PLANNING OVERVIEW
Academic Planning Overview

Road to Graduation

• 42 units total to complete your degree

• Minimum 2 ½ years enrollment (5 Fall/Spring semesters)

• Maximum time to graduation is 5 years
EW MBA Program Curriculum

Year One
- Program Launch
- Fall A Core Courses
- Fall B Core Courses
- Spring A Core Courses
- Spring B Core Courses

Year Two
- Fall A Core Courses
- Fall B Core Courses
- Mid-Program Academic Retreat (MPAR)
- Spring Elective Courses

Year Three
- Fall Elective Courses
- Spring Elective Courses
- Commencement!
Program Policies

Unit Enrollment Per Semester

Minimum:
- 6 units to receive financial aid
- 1 unit to receive career services and student services
- 0 units is considered “withdrawn” and requires re-enrollment paperwork to return

Maximum:
- 9 units per semester
Program Policies

Non-Standard Coursework Limits

• 4 one-unit electives (does not include core)
• 1-3 Independent Studies – maximum total of 3 units
• 1 Seminar in International Business (SIB) or Design Thinking (DT) – 2 units
• 1 Washington Campus – 2 units
• 1 IBD – 3 units
• 1 semester of International Exchange – 10 units
THE BIDDING PROCESS
Fall 2016 Course Enrollment Timeline

**Bidding**
- Initial sign-up process
- Bid points assigned based on seniority in the program & declaration

**Add/Drop**
- Waitlist process, no bid points
- Based on seniority
- Consists of pre-term and regular add/drop (first 2 weeks of class)
- No drops allowed after final drop deadline

**Enrollment Finalized**
- Early Sept 2016

**Timeline**
- **Bidding Round 1 & 2**
  - Apr 18 – Apr 27
- **Add/Drop Period**
  - Aug 2016
- **Enrollment Finalized**
  - Early Sept 2016
Bidding Undeclared

- Allows you to bid on both evening & weekend classes in Round 1
- Reduces bid points by 500
- Request is for current semester only.
  - At the end of bidding, your schedule will be changed back to your declared schedule
- Complete the **Request to "Undeclare" Form** by the posted deadline on the Registration Timeline.
## Bidding Chart

<table>
<thead>
<tr>
<th></th>
<th>Declared (E/W) 3&lt;sup&gt;rd&lt;/sup&gt; Yr</th>
<th>Undeclared 3&lt;sup&gt;rd&lt;/sup&gt; Yr</th>
<th>Declared (E/W) 2&lt;sup&gt;nd&lt;/sup&gt; Yr</th>
<th>Undeclared 2&lt;sup&gt;nd&lt;/sup&gt; Yr</th>
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<tbody>
<tr>
<td><strong>Round 1</strong></td>
<td></td>
<td></td>
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<tr>
<td>4/18 (9AM) – 4/25 (10AM)</td>
<td>3,000 Bid Pts</td>
<td>2,500 Bid Pts</td>
<td>1,500 Bid Pts</td>
<td>1,000 Bid Pts</td>
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<td><strong>Round 2</strong></td>
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<tr>
<td>4/25(4PM) – 4/27 (10AM)</td>
<td>Refunded unsuccessful bid points</td>
<td>Refunded unsuccessful bid points</td>
<td>Refunded unsuccessful bid points</td>
<td>Refunded unsuccessful bid points</td>
</tr>
<tr>
<td><strong>MAXIMUM BID on a single course:</strong></td>
<td>2,999 Bid Pts</td>
<td>2,499 Bid Pts</td>
<td>1,499 Bid Pts</td>
<td>999 Bid Pts</td>
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STRATEGIES & GUIDELINES
Rules on Bidding

Unit limit

- You can only bid on 7 units maximum.
- You cannot drop classes during bidding.
- Additional courses can be added during the pre-term and regular Add/Drop period.

The minimum bid for a course is 1 point

The maximum bid for a course is 1 less than your total points

You must have points/units remaining to participate in Round 2

- Points from successful round 1 bids are expended (i.e. no “add/drop” during bidding)
- Points from unsuccessful bids in round 1 are refunded for use in round 2

Any remaining courses are open to everyone during Round 2
How to Bid

• Log on to the On-Line Registrar (OLR) System
  – Use your Haas username and password
• Click on most current process (i.e. “Fall 2016 Bidding”)
• View step-by-step instructions for using OLR here.
• Confirm & verify your Haas login early.
Bidding Strategy

Don’t forget to bid

• Bid in the first round
• If you wait until the second round, some popular classes may already be full

Don’t save bid points

• Round 1 is the most competitive round
• Bid points don’t carry over to the next semester, so use ALL your bid points now.
Bidding Strategy

Bidding should reflect your career goals

• Bidding evenly risks losing out on both courses.
• Bid “big” on your high priority course.
• REMINDER: Graduating students are given a higher priority
• Bidding isn’t meant to fill up your entire schedule
  • complete your schedule during pre-term and regular add/drop

Course Descriptions

• Most courses just require completion of core curriculum
• Check the Course Description to confirm there is no additional prerequisite
• Make sure that course dates/times do not overlap
Add/Drop Process

Add/Drop Opportunity

- Pre-term add/drop (early August) and regular add/drop (during the first weeks of class)
- Opportunity to make changes to your schedule
- Add or drop classes
- **REMINDER**: No drops allowed after the final drop deadline

Waitlist Process

- Signup for courses using a waitlist system
- Ranking on waitlist is based on seniority in the program
- This is a separate process from bidding; no bid points are involved
  - Students are given 3 waitlist points each round, which allows them to add themselves to 3 different waitlists
- A waitlist is generated after the pre-term add/drop and carries over to future rounds during regular add/drop
Other Academic Opportunities

**Full-Time MBA courses**

- Cannot sign-up if there is an EW section of the same course the same semester
- On space available basis only
- Sign up during add/drop period
- Manual process, outside of OLR
- Send your requests to Program Office
  (ewmba_office@haas.berkeley.edu)
HELPFUL HINTS
Tips For Choosing Electives

• Choose courses that will help you accomplish your career goal
• Round out your skill set
• Develop your leadership and team skills
• Consider content, not just faculty
• Attend Faculty Electives Events
• Attend Peer-to-Peer Events (run by the VP Academics)
• Access bCourses Electives Forum (run by the VP Academics)
• Refer to Recommended Elective by Career Field
• Review online Faculty Evaluations
Course Numbers

- 210’s – Economic Analysis and Policy (EAP)
- 220’s – Accounting
- 230’s – Finance
- 240’s – Operations and IT Management (OITM)
- 250’s – Management of Organizations (MORS)
- 260’s – Marketing
- 270’s – Business and Public Policy
- 280’s – Real Estate
- 290T’s – Innovation & Design
- 292’s – Corporate and Social Responsibility/Non Profit
- 295’s – Entrepreneurship
- 296’s – Dean’s Office
NEXT STEPS
Checklist

• Review EW MBA Program Office Website
  – Registration & Enrollment section
  – Course Planning

• Look out for Fall 2016 Elective Schedule
  – Released early April
  – Review course descriptions
  – Share information on the bCourses discussion site

• Attend elective events
  – Peer to Peer Elective Nights:
  – Faculty Elective Night:
  – Schedule an appointment with your advisor
  – Fill out page 2 of the MBA Advising & Adjustment Form
For More Information…

• General Questions:
  • Registration & Enrollment FAQ
  • Read the Bear Necessities
  • ewmba_office@haas.berkeley.edu
  • (510) 643-9000

• Your Advisor:
  • Last Name A-G: Avni Kansara
  • Last Name H-O: Amanda Gill
  • Last Name P-Z: Rachel York
THANK YOU!