

College of Letters and Science Deans' Office
Proof of PhD for Initial Postdoctoral Scholar Appointments

Postdoctoral Scholars must possess a PhD or foreign equivalent by the appointment start date.

Accepted documentation for proof of PhD is:

- 1) Copy of certificate (if in another language, English translation required).
- 2) Verification letter from home institution's Graduate Division or Registrar stating that requirements have been met with an anticipated date of degree conferral. Verification letter must be in English, on official letterhead, and signed.
- 3) Official transcript or unofficial transcript that states anticipated degree conferral date.

The postdocs start date needs to be on or after the date of degree conferral.*

If a letter of verification or transcript is being submitted as proof of PhD a copy of PhD certificate needs to be submitted once obtained.

*If an exception to the start date is needed, a justification should be submitted via email to lspd_appt@berkeley.edu for consideration.