

**THE CALIFORNIA STATE UNIVERSITY
APPLICATION FOR INTRASYSTEM CONCURRENT ENROLLMENT
(See instructions on accompanying sheet)**



This application is to be used by California State University students who wish to enroll concurrently at another CSU campus.

PART I. TO BE COMPLETED BY STUDENT

- A. 1. Home campus _____ 2. Proposed host campus _____
 3. Semester/Quarter of enrollment: Home _____ Host _____ 4. Home campus file no. _____
 5. Have you previously attended the proposed host campus? ___ No ___ Yes If yes, what was the last term of attendance? _____
 6. Legal name _____
(Last) (First) (Middle) (Maiden)
 7. Student ID Number _____ 8. Date of birth _____ / _____ / _____
(Month) (Day) (Year)
 9. Mailing address _____
(Street) (City) (State) (Zip Code)
 10. Home telephone _____ Message telephone _____ 10b. E-Mail _____
 11. Class level at time of planned enrollment: ___ Freshman ___ Sophomore ___ Junior ___ Senior ___ Graduate
 12. Major field _____ and/or credential objective _____
 13. Indicate any major physical handicap for which some assistance or consideration should be provided.

 14. Have you applied for or been awarded financial aid? ___ Yes ___ No 14a. Sex ___ Male ___ Female

B. Listing of course(s) planned at host campus: (If a planned course is a major requirement at the home campus, approval of the department chair at the home campus is required).

Courses at Host Campus	Units		Equivalent Courses at Home Campus	Units		Department Chair Approval
	Q	S		Q	S	

No. of units planned at home campus _____

I certify that the information I have entered above is true and that I have read and understand the eligibility requirements, enrollment conditions and procedures as stated.

Signature _____ Date _____

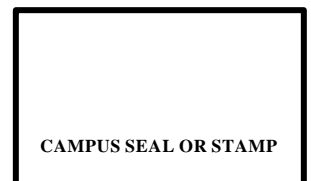
PART II. TO BE COMPLETED BY HOME CAMPUS

Residence status for fee purpose ___ Resident ___ Nonresident
 County of residence _____ with code of _____
 International (Visa) student at time of enrollment ___ Yes ___ No Maximum total units approved _____



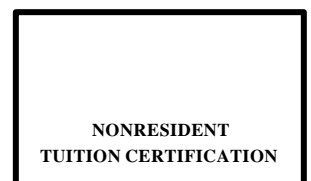
REGISTRAR'S CERTIFICATION: *I certify that this student's residence and academic status are correct according to the official records of this campus, that the student qualifies for concurrent enrollment, and that such concurrent enrollment is approved.*

Signature _____ Date _____
 Title _____ Home Campus _____



PART III. TO BE COMPLETED BY HOST CAMPUS

A. Approval for enrollment at host campus: ___ Granted ___ Denied Date _____
 Remarks _____
 Signature _____ Title _____
 B. The student registered: Date _____ No. of Units _____
 Signature _____ Title _____
 Host Campus _____





**THE CALIFORNIA STATE UNIVERSITY
POLICIES AND PROCEDURES FOR INTRASYSTEM CONCURRENT ENROLLMENT**

ELIGIBILITY REQUIREMENTS

UNDERGRADUATE

1. Student has completed at least one term at the home campus as a matriculated student and earned at least 12 units there.
2. Student has attained a grade point average of 2.0 or better in all work completed at the home campus and is in good standing at that campus.

GRADUATE

1. The student has completed at least one term at the home campus as a matriculated student or will be enrolled concurrently in such status.
2. The student has been admitted to or is enrolled in an authorized graduate program at the home campus.
3. The student was in good standing at the last college attended.

ENROLLMENT CONDITIONS

1. Approval of concurrent enrollment is valid only for the term specified and is subject to space availability and registration priority policies at host campus.
2. Academic advising is available only at the home campus.
3. Because of overlap in the academic terms of campuses on semester and quarter calendars, concurrent enrollment is possible only in certain combinations.

<u>Home Campus</u>	<u>Host Campus</u>	
Semester Calendar	Possible	Not Possible
Fall	Fall Quarter or Semester	Winter Quarter
Spring	Spring Quarter or Semester	Winter Quarter
Quarter Calendar	Possible	Not Possible
Fall	Fall Quarter or Semester	
Winter	Winter Quarter or Spring Semester	
Spring	Spring Quarter	Spring Semester
Summer	Summer Quarter	

(Note: Although summer quarter concurrent enrollment is not possible for students whose home campus is on a semester calendar or on a quarter calendar without a summer quarter, enrollment in "visitor" status is possible. A similar but separate application is required).

4. Evidence of completion of course prerequisites may be required at the host campus (i.e., personal transcripts or grade reports).
5. Financial aid is available only through the home campus and students eligible for Veterans, Rehabilitation, Social Security and other Federal, State or County benefits must secure eligibility certification through the home campus.
6. Health services on host campus will be limited to treatment for emergencies.
7. Participation in student activities at the host campus is subject to any limitations which may exist at that campus. Similarly, student union facilities will be available according to policies at each campus.
8. Parking on the host campus will be available on the basis of a term fee within campus parking availability or on a daily fee basis.
9. Information concerning host campus identification card policies will be provided at registration.

PROCEDURES

1. Student completes application and submits all five copies to the Office of Admission & Records at home campus *at least* four weeks in advance of the first day of classes at *both* campuses.
2. Home campus registrar completes Part II and forwards four copies to host campus registrar if approved, or returns to student if disapproved.
3. Host campus registrar completes Part IIIA and mails all copies to student with registration instructions.
4. Student pays CSU registration fees on home campus based upon the total number of units for which she/he is or plans to be registered including units on the home as well as host campus(es), e.g. three units at home and three units at host equals part time fees, and six units at home and three units at host equals full time fees. Payment is certified on all copies of the application. Home campus nonresident tuition fees, as appropriate, are paid at the same time and entry made with the fee certification. Home campus retains a copy and delivers copies to student.
5. Student registers at host campus presenting the three certified copies of the application. Host campus nonresident tuition and any user fees are paid and entry is made on the three copies.
6. Host campus completes Part IIIB on all copies, gives one copy to student, sends one copy to home campus, and retains one copy.
7. Program changes will be accomplished by following standard procedures on both campuses. Official notification will be provided by the host campus to the home campus. If a student withdraws from the home campus and requests refund of the refundable portion of the fees, the host campus must be notified by the home campus.
8. Permanent academic records will be maintained at the campus where courses are completed. A record of credit earned at a host campus will be sent to the student and to the home campus.