

1140 West Mission Road, San Marcos, 92069

Transfercenter@palomar.edu

Phone: (760) 744-1150 ext 2552

Fax: (760) 744-2932



Application for Cross Enrollment

California Community College

California State University

University of California

Complete form and submit to office of registrar or other designated cross enrollment office at the home campus prior to the host campus filing period. You must verify admission and filing deadlines with the host campus. After home campus completes certification, seek instructor approval at host campus during filing period designated by host campus. Host campus with provide registration instructions.

Home Campus _____ Host Campus _____

Planned semester / quarter / term of cross enrollment: Term _____ Year _____

If you have previously attended host campus, what was last term attended?

Name: _____ Social Security No: _____ - _____ - _____

Birthdate: _____ / _____ / _____ Gender: _____ Home campus ID: _____

Mailing Address: _____

Home Telephone (_____) _____ - _____ Message Telephone (_____) _____ - _____

Email _____

I certify the information provided is accurate and that I have read and understand eligibility requirements, enrollment conditions, and procedures as stated.

Date: _____ Signature: _____

HOME CAMPUS CERTIFICATION

Student meets cross enrollment eligibility requirements.

Signature Title/Seal Date

HOST CAMPUS INFORMATION

Section ID Subject Course # Units Approval

POLICIES AND PROCEDURES FOR CROSS ENROLLMENT

ELIGIBILITY REQUIREMENTS:

Undergraduate students enrolled in any campus of the California Community Colleges, the California State University, or the University of California may enroll without formal admission in a maximum of one course per academic term at a campus of either of the other systems on a space available basis at the discretion of the appropriate campus authorities on both campuses. Enrollment in pre-collegiate courses is excluded.

A student is qualified to cross enroll if the student has met all the following requirements:

- Completed at least one term at the home campus as a matriculated student.
- Enrolled for a minimum of six units for the current term.
- Earned grade point average of 2.0 (grade of C) for work completed.
- Paid appropriate tuition and fees at home campus for the current term.
- Completed appropriate academic preparation as determined by host campus California resident.

ENROLLMENT- CONDITIONS:

1. Approval valid for only the one term specified and subject to space availability, deadlines, registration procedures and priorities of host campus.
2. Campuses may charge an administration fee each term.
3. Additional fees required of other students (lab, materials, breakage, computer, transcript, etc.) will be assessed.
4. Academic advisement is available only at the home campus.
5. Students are urged to secure approval of home campus advisor to ensure course meets home campus requirements.
6. Evidence of completion of course prerequisites may be required at time of enrollment (personal transcript copy or grade reports).
7. Financial aid is available only through home campus and students eligible for Veterans, Rehabilitation, Social Security and other Federal, State or County benefits must secure eligibility certification through home campus.
8. Permanent academic records are maintained at the host campus. Students may request transcripts be sent to home campus.
9. Health services on host campus are limited to treatment for emergencies.
10. Because of overlapping academic calendars, cross enrollment is possible only in certain combinations:

<u>Home Campus Enrollment</u>	<u>Host Campus Enrollment</u>
Fall Semester	Fall Quarter or Semester
Spring Semester	Either Winter or Spring Quarter/or Spring Semester
Fall Quarter	Fall Quarter or Semester
Winter Quarter	Winter Quarter or Spring Semester
Spring Quarter	Spring Quarter or Spring Semester

11. Participation in student activities or use of the student union at the host campus is subject to any limitation set by the host campus.
12. 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.
13. Information concerning host campus identification card policies will be provided at registration.
14. Students are subject to all administrative procedures of the host campus. NOTE: Students must process official drop at host campus or risk having unsatisfactory grade recorded on permanent record.